



**Main Office**

818 West Seventh Street

12th Floor

Los Angeles, California

90017-3435

t (213) 236-1800

f (213) 236-1825

[www.scag.ca.gov](http://www.scag.ca.gov)

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**Orange County:** Chris Norby, Orange County • Christine Barnes, La Palma • John Beauman, Brea • Lou Bone, Tustin • Debbie Cook, Huntington Beach • Leslie Daigle, Newport Beach • Richard Dixon, Lake Forest • Troy Edgar, Los Alamitos • Paul Glaab, Laguna Niguel • Robert Hernandez, Anaheim • Sharon Quirk, Fullerton

**Riverside County:** Jeff Stone, Riverside County • Thomas Buckley, Lake Elsinore • Bonnie Flickinger, Moreno Valley • Ron Loveridge, Riverside • Greg Pettis, Cathedral City • Ron Roberts, Temecula

**San Bernardino County:** Gary Ovitt, San Bernardino County • Lawrence Dale, Barstow • Paul Eaton, Montclair • Lee Ann Garcia, Grand Terrace • Tim Jasper, Town of Apple Valley • Larry McCallon, Highland • Deborah Robertson, Rialto • Alan Wapner, Ontario

**Tribal Government Representative:** Andrew Masiel Sr., Pechanga Band of Luiseno Indians

**Ventura County:** Linda Parks, Ventura County • Glen Becerra, Simi Valley • Carl Morehouse, San Buenaventura • Toni Young, Port Hueneheme

**Orange County Transportation Authority:** Art Brown, Buena Park

**Riverside County Transportation Commission:** Robin Lowe, Hemet

**Ventura County Transportation Commission:** Keith Millhouse, Moorpark

# No. 490

## MEETING OF THE

# REGIONAL COUNCIL

**Thursday, October 4, 2007  
11:45 a.m. – 1:15 p.m.**

**SCAG Offices  
818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor  
Conference Room San Bernardino  
Los Angeles, CA 90017  
213.236.1800**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Shelia Stewart at 213.236.1868 or [stewart@scag.ca.gov](mailto:stewart@scag.ca.gov)

Agendas and Minutes for the Regional Council are also available at:

[www.scag.ca.gov/committees/rc.htm](http://www.scag.ca.gov/committees/rc.htm)

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# Southern California Association of Governments Regional Council Roster

October 2007

***Hon. Gary Ovitt, President, San Bernardino County***  
***Hon. Richard Dixon, Lake Forest, 1<sup>st</sup> Vice President*** ***District 13***  
***Hon. Harry Baldwin, San Gabriel, 2<sup>nd</sup> Vice President*** ***District 35***  
***Hon. Yvonne B. Burke, Immediate Past President, LA County***

Hon. Jeff Stone, Riverside County	
Hon. Chris Norby, Orange County	
Hon. Victor Carrillo, Imperial Valley	
Hon. Zev Yaroslavsky, LA County	
Hon. Linda Parks, Ventura County	
Hon. Antonio Villariagosa, Los Angeles	At-Large
Hon. Art Brown, Buena Park	OCTA
Hon. Robin Lowe, Hemet	RCTC
Hon. Keith Millhouse, Moorpark	VCTC
Hon. Paul Leon, Ontario	SANBAG
Hon. Andrew Masiel, Pechanga Band of Luiseno Indians	
Hon. Jon Edney, El Centro	District 1
Hon. Greg Pettis, Cathedral City	District 2
Hon. Bonnie Flickinger, Moreno Valley	District 3
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Hon. Pam O'Connor, Santa Monica	District 41
Hon. Jim Jeffra, Lancaster	District 43
Hon. Dennis Washburn, Calabasas	District 44
Hon. Toni Young, Port Hueneme,	District 45
Hon. Glen Becerra, Simi Valley	District 46
Hon. Carl Morehouse, San Buenaventura	District 47
Hon. Ed Reyes, Los Angeles	District 48
Hon. Wendy Greuel, Los Angeles	District 49
Hon. Tom LaBonge, Los Angeles	District 51
Hon. Dennis Zine, Los Angeles	District 50
Hon. Jack Weiss, Los Angeles	District 52
Hon. Tony Cardenas, Los Angeles	District 53
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Hon. Bill Rosendahl, Los Angeles	District 58
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Hon. Debbie Cook, Huntington Beach	District 64
Hon. Tim Jasper, Apple Valley	District 65

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Hon. Bill Rosendahl, Los Angeles	District 58
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Hon. Janice Hahn, Los Angeles	District 62
Hon. Thomas Buckley, Lake Elsinore	District 63
Hon. Debbie Cook, Huntington Beach	District 64
Hon. Tim Jasper, Apple Valley	District 65

# REGIONAL COUNCIL

## AGENDA

PAGE #

TIME

*“Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee.”*

- 1.0 **CALL TO ORDER & PLEDGE OF ALLEGIANCE** Hon. Gary Ovitt  
President
- 2.0 **PUBLIC COMMENT PERIOD** – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Council, must fill out and present a speaker's card to the Executive Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The President may limit the total time for all comments to twenty minutes.
- 3.0 **CONSENT CALENDAR**
  - 3.1 **Approval Items**
    - 3.1.1 Minutes of July 11, 2007 Meeting Attachment 1
    - 3.1.2 Contract Amendments over \$250,000 Attachment 10
    - 3.1.3 Sponsorship of the 2007 Mobility 21 Transportation Summit Attachment 13
    - 3.1.4 Amend C2 Group, LLC Contract Attachment 14
    - 3.1.5 Recognition of Service Ginger Gheradi's Retirement
    - 3.1.6 Recognition of Service Eric Haley's Retirement
  - 3.2 **Receive & File**
    - 3.2.1 Contracts/Purchase Orders and MOUs between \$5,000 - \$250,000 Attachment 17



# REGIONAL COUNCIL

## AGENDA

	<i>PAGE #</i>	<i>TIME</i>
<b><u>Receive &amp; File - Cont'd</u></b>		
3.2.2 <u>CFO Monthly Financial Report for August 2007 Attachment</u>	19	
3.2.3 <u>2007 End of Legislative Session Report Attachment</u>	24	
<b>4.0 <u>PRESIDENT'S REPORT</u></b>		
4.1 <u>Committee Appointments</u>		
4.2 <u>Information on the Regional Leadership Academy Attachment</u>	<b>Richard Callahan</b>	33
4.3 <u>Status of Attainment Plan in the South Coast Air Basin</u>		
<b>5.0 <u>EXECUTIVE DIRECTOR'S REPORT</u></b>		
<b>6.0 <u>ACTION ITEMS</u></b>		
6.1 <b><u>Executive Committee Report</u></b>	<b>Hon. Gary Ovitt, Chair</b>	
6.1.1 <u>Ratification of Performance Evaluation of Executive Director</u>		
6.1.2 <u>Salary and Compensation of Executive Director</u>		
6.1.3 <u>Merit Pay Program Attachment</u>		34

# REGIONAL COUNCIL

## AGENDA

	PAGE #	TIME
6.2 <u>Administration Committee Report</u>		
	Hon. Ron Loveridge, Chair	
6.3 <u>Transportation and Communications Committee (TCC)</u>		
	Hon. Alan Wapner, Chair	
6.3.1 <u>Public Participation Plan Amendment #1 Attachment</u>	39	
	Recommended Action: Approve	
6.3.2 <u>2008 Regional Transportation Improvement Program Guidelines (RTIP) Attachment</u>	121	
	Recommended Action: Approve	
6.4 <u>Energy and Environment Committee Report (EEC)</u>		
	Hon. Debbie Cook, Chair	
6.4.1 <u>Santa Ana Watershed Project Initiative: One Water One Watershed Attachment</u>	227	
	Recommended Action: Support	
6.5 <u>Community, Economic and Human Development Committee (CEHD)</u>		
	Hon. Jon Edney, Chair	
6.6 <u>Communications &amp; Membership Subcommittee</u>		
	Hon. Glen Becerra, Chair	



# REGIONAL COUNCIL

## AGENDA

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PAGE #

TIME

### 7.0 INFORMATION ITEMS

### 8.0 CLOSED SESSION ITEMS

*A closed session will be held only if necessary to report significant developments or to take required actions.*

8.1 Ratification of Executive Committee Report  
on Performance Evaluation of the Executive  
Director Pursuant to Government Code §54957(b)(1)

8.2 Conference with Legal Counsel - Existing  
Litigation (Government Code Section  
54956.9(a) City of La Mirada v. SCAG;  
City of Irvine v. SCAG; and City of Palmdale  
v. SCAG

### 9.0 ANNOUNCEMENTS

### 10.0 FUTURE AGENDA ITEMS

Any committee member desiring to place item on a future agenda may make such a request.

### 11.0 ADJOURNMENT

The next meeting of the Regional Council will be held on November 1, 2007 in downtown Los Angeles.



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**NO. 489**  
**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**  
**REGIONAL COUNCIL**  
**July 12, 2007**  
**MINUTES**

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**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE REGIONAL COUNCIL. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Regional Council (RC) of the Southern California Association of Governments held its meeting at the downtown offices in Los Angeles. The meeting was called to order by President Gary Ovitt, Supervisor, San Bernardino County. There was a quorum.

**Members Present**

Hon. Gary Ovitt, San Bernardino County, President	
Hon Richard Dixon, Lake Forest 1 <sup>st</sup> Vice President	District 13
Hon. Harry Baldwin, San Gabriel, 2 <sup>nd</sup> Vice President	District 35
Hon. Yvonne, Burke, Los Angeles County, Immediate Past President	
Hon. Chris Norby, Orange County	
Hon. Jon Edney, El Centro	District 1
Hon. Bonnie Flickinger, Moreno Valley	District 3
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Hon. Keith Hanks, Azusa	District 33
Hon. Barbara Messina, Alhambra	District 34
Hon. Mike Ten, South Pasadena	District 36
Hon. Tom Sykes, Walnut	District 37

Hon. Paula Lantz, Pomona	District 38
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Hon. Jim Aldinger, Manhattan Beach	District 40
Hon. Dennis Washburn, Calabasas	District 44
Hon. Glen Becerra, Simi Valley	District 46
Hon. Pam O'Connor, Santa Monica	District 41
Hon. Toni Young, Port Hueneme,	District 45
Hon. Carl Morehouse, San Buenaventura	District 47
Hon. Debbie Cook, Huntington Beach	District 64
Hon. Tim Jasper, Apple Valley	District 65
Hon. Robin Lowe, Hemet	RCTC
Hon. Keith Millhouse, Moorpark	VCTC
Hon. Paul Leon, Ontario	SANBAG

### **Members Not Present**

Hon. Victor Carrillo, Imperial Valley	
Hon. Zev Yaroslavsky, LA County	
Hon. Greg Pettis, Cathedral City	District 2
Hon. Robert Hernandez, Anaheim	District 19
Hon. Troy Edgar, Los Alamitos	District 20
Hon. Art Brown, Buena Park	District 21
Hon. Isadore Hall, Compton	District 26
Hon. Frank Gurule, Cudahy	District 27
Hon. Judy Dunlap, Inglewood	District 28
Hon. Rae Gabelich, Long Beach	District 29
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Hon. Wendy Greuel, Los Angeles	District 49
Hon. Dennis Zine, Los Angeles	District 50
Hon. Tom LaBonge, Los Angeles	District 51
Hon. Jack Weiss, Los Angeles	District 52
Hon. Tony Cardenas, Los Angeles	District 53
Hon. Alex Padilla, Los Angeles	District 54
Hon. Bernard Parks, Los Angeles	District 55
Hon. Jan Perry, Los Angeles	District 56
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Hon. Bill Rosendahl, Los Angeles	District 58
Hon. Greig Smith, Los Angeles	District 59
Hon. Eric Garcetti, Los Angeles	District 60
Hon. Jose Huizar, Jr., Los Angeles	District 61
Hon. Janice Hahn, Los Angeles	District 62
Hon. Thomas Buckley, Lake Elsinore	District 63
Hon. Andy Masiel, Pechanga Band of Luiseno Indians	
Hon. Antonio Villaraigosa, Los Angeles	At-Large

## **Staff Present**

Wayne Moore, Chief Financial Officer  
Colin Lennard, General Counsel  
Joanna Africa, Interim Chief Counsel  
Justine Block, Deputy Legal Counsel  
Hasan Ikhrata, Director, Planning & Policy  
Keith Killough, Director, Information Services  
Sylvia Patsaouras, Acting Director, Government and Public Affairs  
Shelia Stewart, Executive Assistant

### **1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE**

President Ovitt called the meeting to order. The pledge of allegiance and invocation was led by Councilmember Alan Wapner.

### **2.0 PUBLIC COMMENT PERIOD**

There were no public comments.

### **3.0 CLOSED SESSION**

Conference with Legal Counsel – Existing Litigation (Govt. Code §54956.9(a)  
Name of case: City of La Mirada v. SCAG

Colin Lennard, Chief Counsel, that the Regional Council should go into closed session pursuant to Govt. Code §54956.9(a).

Motion was made (Young) to enter into closed session. Motion was SECONDED (Wapner) and UNANIMOUSLY APPROVED.

The Regional Council reconvened into open session. There was no report.

### **4.0 CONSENT CALENDAR**

Item 4.2.3 was pulled for discussion. Motion was made (Young) to approve the remainder of the consent calendar. Motion was SECONDED (Stone) and UNANIMOUSLY APPROVED.

#### **4.1 Approval Items**

##### **4.1.1 Minutes of June 7, 2007 Meeting**

##### **4.1.2 Merit Pay Program**

The matter will be forwarded to the Executive Committee for further discussion.



### **Approval Items – Cont'd**

- 4.1.3 Study Tour on Public Transportation and Mobility in Switzerland
- 4.1.4 FAA Grant Application for \$650,000
- 4.1.5 Co-Sponsorship of UCLA Extension Public Policy Program 2007 Arrowhead Symposium
- 4.1.6 I-710 EIR/EIS Funding Agreement

### **4.2 Receive & File**

- 4.2.1 Contracts/Purchase Orders and MOUs between \$5,000 - \$250,000
- 4.2.2 CFO Monthly Financial Report for May 2007
- 4.2.4 Leadership Southern California Program Opportunity
- 4.2.5 Salary Administration and Tuition Reimbursement Revisions

### **Item pulled for discussion**

- 4.2.3 2007 State/Federal Legislative Matrix

SB 375 relates to guidelines for travel demand guidelines used in regional transportation plans. Members discussed the ramifications of the bill. After discussion, a motion was made (Young) to take no position and work with the author. Motion was seconded (Sykes). There were two OBJECTIONS. The motion PASSED.

## **5.0 PRESIDENT'S REPORT**

- 5.1 Committee Appointments

### **Regional Council**

Hon. Paul Leon, Ontario, representing SANBAG as a County Transportation Commission.

### **Regional Council Members to Policy Committees**

Hon. Paul Leon, Ontario, representing SANBAG

### **Subregional Representatives to Policy Committees**

Hon. Cathy Green, Huntington Beach, representing Orange County COG to TCC

### **Announcement of the 2007 Officers Chairs/Vice Chairs**

President	Hon. Gary Ovitt, SB County
1 <sup>st</sup> Vice President	Hon. Richard Dixon, Lake Forest
2 <sup>nd</sup> Vice President	Hon. Harry Baldwin, San Gabriel
Past President	Hon. Yvonne Burke, LA County

Chair	Hon. Ron Loveridge, Riverside
Vice Chair	Hon. Jon Edney, El Centro

#### **CEHD**

Chair	Hon. Jon Edney, El Centro
Vice Chair	Hon. Larry McCallon, Highland

#### **EEC**

Chair	Hon. Debbie Cook, Huntington Beach
Vice Chair	Hon. Margaret Clark, Rosemead

#### **TCC**

Chair	Hon. Alan Wapner, Ontario
Vice Chair	Hon. Mike Ten, South Pasadena

### **Subcommittee & Task Forces**

President Ovitt requested that chairs of the policy committees review the membership of their task forces and subcommittees and come back with any recommended changes.

### **The Force for Change Committee (newly created)**

Hon. John Bauman, Brea  
Hon. Stan Carroll, La Habra Heights  
Hon. Richard Dixon, Lake Forest  
Hon. Jon Edney, El Centro  
Hon. Bonnie Flickinger, Moreno Valley  
Hon. Keith Hanks, Azusa  
Hon. Barbara Messina, Alhambra  
Hon. Carl Morehouse, San Buenaventura  
Hon. Paul Nowatka, Torrance  
Hon. Pam O'Connor, Santa Monica  
Hon. Alan Wapner, Ontario

#### **5.2 AQMP Summit**

Councilmember Baldwin, Councilmember Edney and Councilmember Washburn, met with representatives in Washington, D.C. The senators were unable to participate at the summit scheduled for July 6, 2007. Therefore the summit was postponed and will be rescheduled at a later date.

5.3 Resolution to Recognize and Commend the 2007 Graduates of the Leadership Southern California Program

Regional Council members who completed the 2007 Leadership Southern California Program were recognized.

5.4 **Executive Search**

Ralph Anderson & Associates was selected to conduct the search for the position of Executive Director.

President Ovitt requested approval to delegate authority to the Executive Committee to enter into a contract with Ralph Anderson to conduct the search. Motion was made (Young) to delegate authority and enter into contract with Ralph Anderson & Associates. Motion was SECONDED (Edney) and UNANIMOUSLY APPROVED.

Councilmember Washburn announced that Ralph Anderson recently passed. After discussion there was a consensus of the Regional Council that in the event Ralph Anderson & Associates were unable conduct the search, the Executive Committee would be authorized enter into a contract with Waters-Oldanie.

In addition President Ovitt stated that the Executive Committee should submit their comments by the end of August for purposes of finalizing the Executive Director's Performance Evaluation.

5.5 September Monthly Meeting of the RC, Administration and Policy Committees

The currently scheduled September meeting date is scheduled on the same day as Rosh Hashanah. Regional Council members were asked to reconsider meeting on a different day. After polling the membership, there was a consensus that August 30<sup>th</sup> was the preferable meeting date.

Motion was made (Wapner) to change September 13th meeting date to August 30<sup>th</sup>. Motion was SECONDED (Young) and UNANIMOUSLY APPROVED

6.0 **EXECUTIVE DIRECTOR'S REPORT**

The Executive Director's report was emailed to the Regional Council.

7.0 **ACTION ITEMS**

7.1 **Community, Economic and Human Development Committee (CEHD)**

7.1.1 Public Hearing regarding Approval of Final Regional Housing Needs Allocation (RHNA)

Councilmember Jon Edney, Chair, presented an overview of the RHNA process prior to the public hearing.

Colin Lennard, General Counsel, outlined the final allocation and final procedures. He announced that letters were received from Aliso Viejo, Big Bear Lake, Colton, Irvine, Indian Wells and Canyon Lake regarding the appeals on the RHNA.

Motion was made (Dixon) to include the letters as part of the administrative record. Motion was seconded (Stone) and UNANIMOUSLY APPROVED.

The public hearing was opened at 12:23 p.m.

Mark Asturias, City of Irvine, presented comments opposing the RHNA. Catherine McMillan, CVAG, presented comments supporting the final RHNA numbers and process, but felt the issue of housing units and tribal lands must be addressed and resolved at some point. Jeff Kugal, also presented comments. There were no other comments presented.

Motion was made (Edney) to close the public hearing. Motion was SECONDED (Jasper) and UNANIMOUSLY APPROVED.

Lynn Harris, Manager, RHNA, addressed comments presented during the public hearing. A motion was made by (Wapner) to waive reading of resolution. Motion was seconded (McCallon) and UNANIMOUSLY APPROVED.

Motion was made (Edney) to approve the RHNA. Motion was seconded (Jasper) with one OPPOSITION (Norby) approving the RHNA.

## 7.2 **Energy and Environment Committee Report (EEC)**

### 7.2.1 **Tehachapi Renewable Transmission Project**

Councilmember Dennis Washburn, Chair, MOVED the EEC recommended supporting the Tehachapi Renewable Transmission Project. Motion was seconded (Young).

Councilmember Reyes-Uranga, stated that even though the project was in-line with the program promoting renewable energy, she expressed concerns regarding supporting any projects prior to reviewing the EIR.

There were 40 AYES and 2 ABSTENTIONS (Reyes-Uranga, Becerra). Motion passed.

### 7.3 **Administration Committee Report**

#### 7.3.1 **Regional Council Policy Manual**

Hon. Loveridge reported that the Administration Committee recommended approving the policy manual incorporating the proposed amendment.

Councilmember Edney, Vice Chair, stated that the CEHD committee reviewed the stipend and reimbursement section within the policy. Regional Council members currently receive a stipend of \$120.00 per meeting. CEHD Members felt that the stipend policy should be amended to allow policy committee members to receive a compensation of \$120.00 instead of \$70.00 for attending SCAG meetings.

Councilmember Wapner stated that compensation should be increased for members participating on policy committees, subcommittees and task forces. He felt that equitable compensation would also encourage as well as increase member participation on committees.

Motion was made (Edney) to amend the stipend policy effective July 12, 2007. Motion was seconded (McCallon) and OPPOSED (Barnes). Motion passed.

Motion was made (Edney) approving the Regional Council Policy Manual as amended. Motion was seconded (Baldwin) and UNANIMOUSLY APPROVED

#### 7.3.2 **GASB 45-Other Post Employment Benefits; Supplemental Defined Benefit Retirement Plan**

Motion was made (Edney) for financial planning purposes only, to approve a 2% triennial increase in retiree benefits; establish an irrevocable Trust; and fund the supplemental Benefit Pension Plan with a purchased annuity. Motion was seconded (McCallan) and UNANIMOUSLY APPROVED.

### 7.4 **Transportation and Communications Committee (TCC)**

#### 7.4.1 **SB 974 (Lowenthal)**

Councilmember Wapner, Chair, reported that the TCC recommended that the Regional Council take a support position and work with the author. Motion was seconded (Baldwin) and UNANIMOUSLY APPROVED

Councilmember Wapner also stated that the TCC discussed the \$2 billion Proposition 1B bond money. The TCC recommended that the President

select a delegation, as appropriate, to testify on the proposal before Committee.

#### **7.5 Communications & Membership Subcommittee**

Councilmember Becerra reported that the updated contents to the Member Handbook will be mailed to the Regional Council by the end of July. Members were asked to remove the old existing pages and replace them with the new updated pages.

He also announced that the 2007 SCAG Annual Report was completed as well as a new edition of the "Your Guide to SCAG" booklet. Copies were distributed to the members.

In addition, Councilmember Becerra reported that there will be a seminar sometime in the fall.

#### **8.0 INFORMATION ITEMS**

##### **8.1 2007 AQMP Goods Movement Control Measures**

Hasan Ihkrata, Director, Planning & Policy, stated that SCAG will be submitting control measures to SCAQMD that will reduce emissions to meet the 2014 attainment strategies. The measures are: 1) Electrifying the railroad in the Metrolink systems; 2) Completing the grade-crossings not funded by local fund; and 3) Adding railroad capacity. SCAG is currently working with the CTCs on this issue.

Mr. Ihkrata announced that there will be a workshop on August 2, 2007 at SCAG offices from 9 a.m. – 12:00 noon on Goods Movement Control Measures.

#### **9.0 ANNOUNCEMENTS**


There were no announcements.

#### **10.0 FUTURE AGENDA ITEMS**

There were no future agenda items requested.

#### **11.0 ADJOURNMENT**

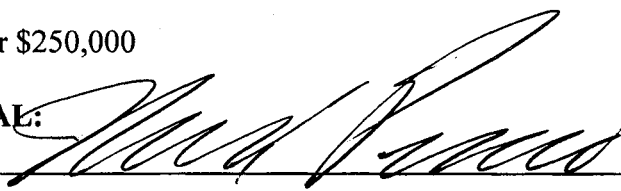
The next meeting of the Regional Council will be held on August 30, 2007 at SCAG offices in downtown Los Angeles.

  
Mark Pisano, Executive Director

# REPORT

**DATE:** October 4, 2007  
**TO:** Administration Committee and Regional Council  
**FROM:** Leyton Morgan, Manager of Contracts  
**SUBJECT:** Contract Amendments Over \$250,000

**EXECUTIVE DIRECTOR'S APPROVAL:**



## RECOMMENDED ACTION:

Approve

## BACKGROUND:

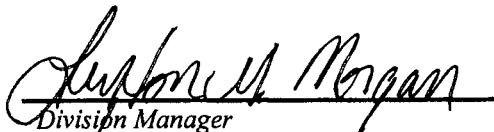
Fregonese Calthorpe Associates (FCA)  
(Add three additional Demonstration Projects and two additional growth scenarios for the 2008 Regional Transportation Plan (RTP))

\$553,450

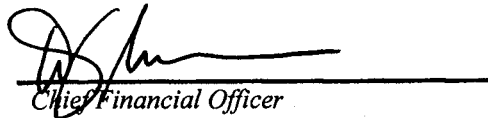
## FISCAL IMPACT:

The cost associated with this project are captured in Work Element Number 08-065.SCGC1.

Reviewed by:

  
Division Manager

Reviewed by:

  
Chief Financial Officer

## CONSULTANT CONTRACT AMENDMENT

<b>Consultant:</b>	Fregonese Calthorpe Associates (FCA)		
<b>Scope:</b>	<p>FCA is currently under contract to integrate several inter-related planning efforts to meet the requirements of the 2008 RTP growth forecasting process, including assistance developing the socioeconomic data sets for 2008 RTP/EIR, implementation of the Compass Blueprint program and the development and of additional tools and resources for the Compass 2% Strategy. The key components include:</p> <p><u>Component A:</u> Compass 2% Strategy refinement, implementation, consensus building and program marketing, including further development of the SCAG subregional program</p> <p><u>Component B:</u> Develop partnerships with local governments, developers, non-profits, banking industry, etc. to initiate and complete 25-30 Demonstration Projects in the SCAG region</p> <p><u>Component C:</u> Develop a web-based interactive data and mapping tool for 5 counties similar to and compatible with the existing LA LOTS program</p> <p><u>Component D:</u> Assist SCAG staff in the development of the 2008 Growth Forecast including growth projections without regional policy input and growth projections and growth alternatives with regional policy input</p>		
<b>Contract Amount:</b>	This amendment is for	\$553,450	
	Amendment #1 is for	\$99,998	
	Original contract is for	\$2,636,261	
	<b>Total contract value is not to exceed</b>	<b>\$3,289,709</b>	
	(This amendment is within the 30% limitation)		
<b>Contract Period:</b>	November 28, 2005 through June 30, 2008		
<b>Work Element:</b>	06-050.SCGC1	\$350,000	(Funding source: Consolidated Planning Grant – FHWA & FTA)
	06-055.SCGC2	\$200,000	(Funding source: Consolidated Planning Grant – FHWA & FTA)
	06-050.SCGC1.5	\$112,956	(Funding source: Consolidated Planning Grant – FHWA & FTA)
	06-055.SCGC2.5	\$196,512	(Funding source: Consolidated Planning Grant – FHWA & FTA)
	06-055.SCGC1.2	\$300,000	(Funding source: Consolidated Planning Grant – FHWA & FTA)



07-055.SCGC4	\$ 99,998	(Funding source: Consolidated Planning Grant – FHWA & FTA)
07-065.SCGC1	\$675,000	(Funding source: Consolidated Planning Grant – FHWA & FTA)
06-290.SCGC1.2	\$186,760	(Funding source: State Blueprint Planning Grant)
06-290.SCGC2.2	\$243,183	(Funding source: State Blueprint Planning Grant)
06-291.SCGC1.2	\$112,800	(Funding source: State Blueprint Planning Grant)
06-291.SCGC2.2	\$62,500	(Funding source: State Blueprint Planning Grant)
08-065.SCGC1	\$750,000	(Funding source: Consolidated Planning Grant – FHWA & FTA)

**Request for Proposal:** Not applicable

**Selection Process:** Not applicable

**Basis for Selection:** The purpose of this amendment is to add three additional Demonstration Projects (Long Beach, Los Angeles and Ventura) and two additional growth scenarios for the 2008 Regional Transportation Plan (RTP). In November 2006, the Regional Council (RC) approved the selection of Demonstration Projects in these three cities as funding became available. FY07-08 includes the funds necessary to complete these projects.

FCA is currently conducting this large-scale, inter-disciplinary work program with a team of subconsultants who bring specific expertise and has gained tremendous experience and familiarity with the required tasks. They have led a team of consultants toward the successful completion of the previous round of Demonstration Projects. In order to most expeditiously meet the direction by the RC, we recommend amending this contract that includes all the necessary expertise and a proven track record to complete the approved work program. This amendment supports the overall Compass Blueprint and RTP goals for implementation. This amendment will substantially enhance the overall quality and scope of the local Demonstration Project program to better link local and regional land use and transportation decision-making.

# REPORT

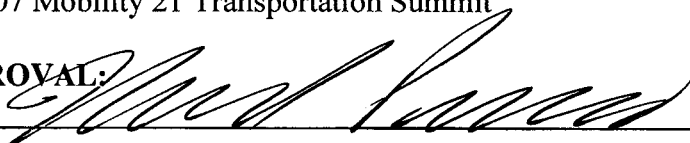
**DATE:** October 4, 2007

**TO:** Administration Committee  
Regional Council

**FROM:** Sylvia Patsaouras, Acting Director, Government & Public Affairs, (213) 236-1806,  
[Patsaouras@scag.ca.gov](mailto:Patsaouras@scag.ca.gov)

**SUBJECT:** Sponsorship of the 2007 Mobility 21 Transportation Summit

**EXECUTIVE DIRECTOR'S APPROVAL:**



**RECOMMENDED ACTION:**

Authorize \$2,500 from the FY07-08 general fund budget project reserve to sponsor the November 5, 2007 Mobility 21 Transportation Summit at the Ontario Convention Center.

**BACKGROUND:**

SCAG has been an active participant in Mobility 21 since it was launched several years ago by the Los Angeles County Metropolitan Transportation Authority, Los Angeles Area Chamber of Commerce and the Automobile Club of Southern California. This year, Mobility 21 is expanding its scope to include transportation commissions and chambers of commerce from four additional counties: Orange, Riverside, San Bernardino and Ventura.

Staff recommends an "Underwriter" sponsorship of the November 5<sup>th</sup> Summit for \$2,500, which offers the following benefits:

- SCAG's name on pre-conference advertising, both print and electronic
- SCAG's name on the event agenda and other summit materials
- Exhibitor table during the conference
- Reserved seating for two at the luncheon
- SCAG's name on the Mobility 21 website with link to SCAG's website
- Complimentary admission for two people to the conference.

**FISCAL IMPACT:**

\$2,500 from the SCAG FY07-08 general fund project reserve will be appropriated to sponsor the 2007 Mobility 21 Transportation Summit.

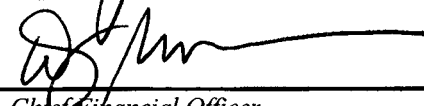
Reviewed by:

\_\_\_\_\_  
Division Manager

Reviewed by:

  
\_\_\_\_\_  
Department Director

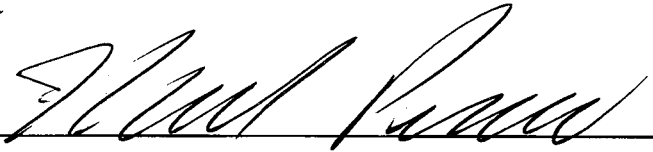
Reviewed by:

  
\_\_\_\_\_  
Chief Financial Officer

# REPORT

**DATE:** October 4, 2007  
**TO:** Administration Committee and Regional Council  
**FROM:** Leyton Morgan, Manager of Contracts  
**SUBJECT:** Amend C2 Group, LLC Contract

**EXECUTIVE DIRECTOR'S APPROVAL:**



## RECOMMENDED ACTION:

Authorize \$10,000 from the FY07-08 general fund project reserve budget to fund the contract amendment 1 with C2 Group, LLC (C2).


## BACKGROUND:

The contract amendment is for C2 to provide specialized technical assistance to finalize legislative language that SCAG proposes to introduce in this Congress that would provide for Tax Credit Equity Financing for goods movement and transportation projects.


## FISCAL IMPACT:

\$10,000 from the FY07-08 general fund project reserve will be appropriated to fund contract 08-001, amendment 1 with C2 Group, LLC.

Reviewed by:

  
Division Manager

Reviewed by:

  
Chief Financial Officer

## **CONSULTANT CONTRACT AMENDMENT**

**Consultant:** C2 Group, LLC

**Scope:** C2 is SCAG's federal government affairs consultant/lobbyist. C2 prepares and implements strategies that establish SCAG as an influential leader in the development of federal legislative, regulatory and policy initiatives that affect the SCAG region. The federal government affairs consultant/lobbyist facilitates communication with federal government officials and agencies; arranges briefings and schedules visits for Regional Council Members, SCAG executive management, government affairs and other SCAG staff with appropriate members of Congress, legislative staff, and key Administration officials and staff; seeks out and coordinates opportunities for SCAG to provide testimony at relevant committee hearings. When appropriate, the federal government affairs consultant works in partnership with SCAG's state government affairs consultant/lobbyist to facilitate the achievement of SCAG's federal legislative objectives.

**Contract Amount:** This amendment is for \$ 10,000  
Original contract is for \$ 881,120  
**Total contract value is not to exceed \$ 891,120**

**Contract Period:** August 2, 2007 - June 30, 2011

**Work Element:** 08-800.SCGS1 - \$220,280 Funding Source: General Fund  
08-800.SCGC1 - \$ 10,000 Funding Source: General Fund

**Request for Proposal:** Not applicable

**Selection Process:** Not applicable

**Recommendation:** The contract amendment is sought to provide up to \$10,000.00 dollars for C2 to provide specialized technical assistance to finalize legislative language that SCAG proposes to introduce in this Congress that would provide for Tax Credit Equity Finance for goods movement and transportation projects.

SCAG transportation finance staff has written a first draft of the legislation. Our lobbyist has advised that we engage the services of a consultant and/or law firm that has previous experience highly technical tax legislation to finish the bill prior to submittal to Congressman Xavier Becerra, who has indicated that he will carry the bill for SCAG.

This highly specialized, complex legislation is modeled closely upon the New Market Tax Credit legislation passed by the Congress and established by the Community Renewal Tax Relief Act of 2000. It would provide financial incentives for private investment in goods movement and mitigation projects. Tax Credit Equity financing allows for investors to contribute upfront capital to fund a portion of project costs (roughly 1/3 of total project costs), and in return receive annual tax credits. The balance would be debt financed and/or financed through flexible TIFIA loan structures as well as local project sponsor contributions.

# MEMO

**DATE:** October 4, 2007  
**TO:** Administration Committee and  
Regional Council  
**FROM:** Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov  
**SUBJECT:** Contracts and Purchase Orders between \$5,000 - \$250,000

## RECOMMENDED ACTION:

Information Only

## BACKGROUND:

### SCAG executed the following Contract(s) between \$5,000 and \$250,000

N/A

### SCAG executed the following Purchase Order(s) between \$5,000 and \$250,000

- Microlink Enterprises, Inc. \$47,000  
Temporary Staffing
- CALCOG \$41,444  
CALCOG Dues and Activities
- National Assoc of Regional Council \$25,000  
NARC Dues 2007-2008
- Priority Mailing Systems, Inc. \$20,000  
Postage
- Tech Depot \$20,000  
Open PO for Misc. Computer Supplies for 07/08
- Cingular Wireless \$16,000  
Open PO for monthly recurring charges for mobile phone service
- CDW Government, Inc. \$15,718  
4 MS SQL Server Licenses
- San Bernardino County Assessor's Office \$15,000  
Property Characteristics of SB County
- IBM Corporation \$13,943  
Annual Renewal of IBM Hardware Support
- Dell Marketing \$8,237  
TransCAD Server

# MEMO

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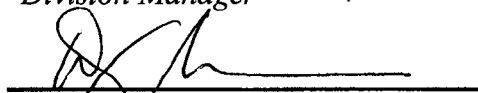
## FISCAL IMPACT:

None. Funding is available.

Reviewed by:

  
Division Manager

Reviewed by:

  
Chief Financial Officer

# MEMO

**DATE:** October 4, 2007  
**TO:** Administration Committee  
**FROM:** Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov  
**SUBJECT:** CFO Monthly Report for August 2007

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## Accounting:

The Accounting Department completed FY07 CPG billings by invoicing Caltrans \$4,772,275 for June, 2007. That brought the FY07 total to \$24,123,888, a record. The highest annual billing had been \$20,386,436 in FY03.

The various FY07 billed grant amounts are shown below:

Metropolitan Planning (PL/FHWA)	\$21,179,296
FTA Section 5303	1,676,358
FTA Section 5313 (b)	409,637
State Planning & Research (Partnership)	124,412
Blueprint Planning Study	734,185
Total Consolidated Grant	\$24,123,888

Accounting also submitted the July 2007 invoice, for \$1,308,654 to Caltrans. Vasquez & Co., LLP initiated the FY07 Annual Audit on September 21, 2007. They are also scheduled to meet with the Audit Committee on October 11, 2007.

The data presented on the attached table should be understood in the context of the fiscal year calendar. The first few months of each fiscal year are the times that project initiation procedures commence. These workflows can be uneven resulting in expenditures and commitments that will not coincide with the twelve equal monthly cycles of the accounting system.

For example, the agency-wide combined total of expenditures and encumbrances through August 31, 2007, has left 67% of the budget uncommitted even though 10 months, or 83% of the year remain. These results form the fact that some \$11 million of encumbrances have been entered into the accounting system in anticipation of expenditures later in the year. As would be expected, these encumbrances relate primarily to consultant and professional services.

Year to date Expenditures of \$3,017,178 represent 7.1% of the budget, meaning that 92.9% is unspent. Again, this is due to internal work processes at this time of year still being behind the calendar schedule. Project management tools are currently under development to provide real-time project status data.



## **Business Operations:**

The Business Operations Division is in the process of tagging furniture and equipment for inventory management purposes and to establish a future replacement schedule. SCAG will inventory all equipment and furniture at Headquarters and the Riverside Office.

Business Operations is procuring new furniture for the following locations:

- 11<sup>th</sup> floor conference rooms (2) and the “Quiet Room”;
- 11<sup>th</sup> & 12<sup>th</sup> floor lunch rooms;
- Riverside Office lobby.

Finally, a space planner is being contracted to design the build out of office space on the 11th Floor for the Information Services Department Director.

## **Budget and Grants**

Budget and Grants (B & G) completed validation of the FY 07-08 OWP, Indirect (IC) and General Fund (GF) budgets within SCAG’s financial information system, enabling all business transactions for the fiscal year.

B &G initiated a formal OWP amendment request which included outreach to the sub-regions and SCAG project managers. The amendment review process will evaluate the status of the current projects in the OWP, evaluate the program schedule status and consider additions, deletions or deferments to the OWP as appropriate.

The new Comprehensive Budget and Development System (CBDS) entered the beta testing phase and will be operational in late October. During this period the B&G team will complete the test environment, complete the CBDS Operational manuals and prepare for roll-out. Additionally, the B&G team will open the FY08-09 budget cycle with a workshop with the Administration Committee establishing the regional priorities and outcomes for the upcoming fiscal year.

# MEMO

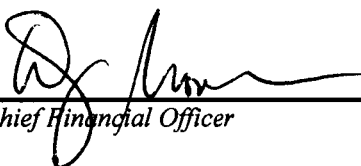
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## Contracts:

During the month of August 2007, the Contracts Division awarded 5 contracts, issued 3 contract amendments, and issued 10 Requests for Proposals (RFPs). Staff has concluded its preliminary research into establishing a Task Order contracting process (to expedite issuance of recurring contracts), and have begun drafting a new contracting process for review by Legal and Caltrans District 7.

Lastly, as part of its on-going strategy to increase competition, on October 1, 2007, Contracts staff will attend the California Chapter of American Planning Associations Annual Conference to market SCAG's contracting opportunities and to register new vendors into SCAG's bid notification database.

Submitted by:

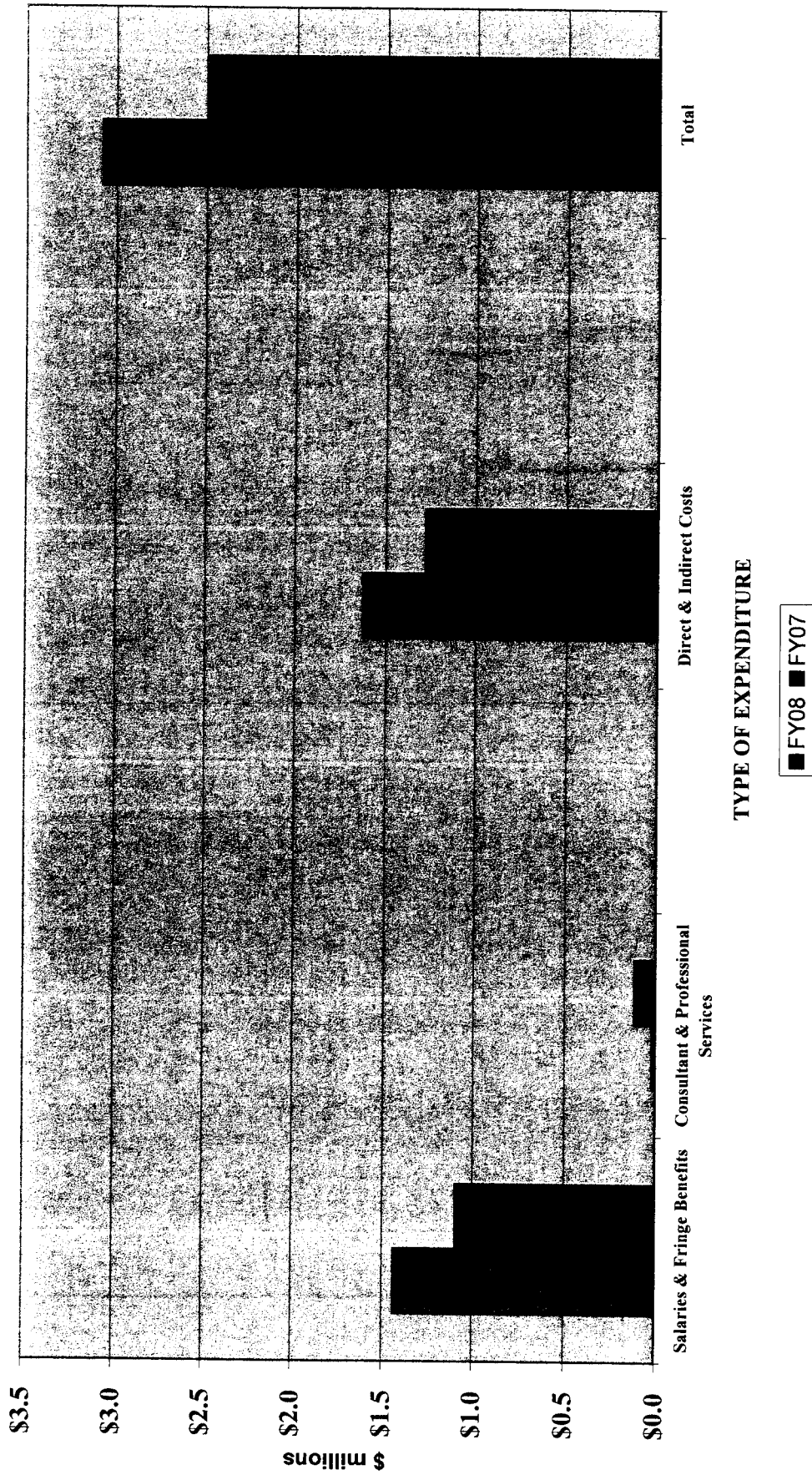
  
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*Chief Financial Officer*

# Southern California Association of Governments

Budget vs. Actual  
Expenditures and Encumbrances  
Two Months Ended August 31, 2007  
83% of Year Remaining

	A	B	C	D	E	F	G	H	I	J	K	L
		Program	Adopted Budget	Approved Changes	Pending Changes	Forecast Budget	Expenditures	Encumbrances	Budget Balance	% Budget Remaining	July - Aug 2006 Expenditures	Program
1												
2		CPG	9,663,155	32,775		9,695,930	1,417,739		8,278,191	85%	1,047,916	CPG
3		GF	48,083	-		48,083	1,290		46,793	97%		GF
4		Other	329,838	-		329,838	15,561		314,277	95%	45,271	Other
5		Total	10,041,076	32,775	-	10,073,851	1,434,590		8,639,261	86%	1,093,187	Total
6		CPG	10,990,028	(2,999)		10,987,029		7,581,249	3,405,780	31%	103,881	CPG
7		GF	520,000	-		520,000	17,302		502,698	97%	-	GF
8		Other	1,531,303	-		1,531,303		1,320,500	210,803	14%	9,150	Other
9		Total	13,041,331	(2,999)	-	13,038,332	17,302	8,901,749	4,119,281	32%	113,031	Total
10		CPG	3,405,583	250,000		3,655,583		2,117,553	1,538,030	42%		CPG
11		Total	3,405,583	250,000	-	3,655,583		2,117,553	1,538,030	42%	-	Total
12		CPG	11,769,782	43,909		11,813,691	1,567,124	221,748	10,024,819	85%	1,213,171	CPG
13		GF	989,071	-		989,071	39,829	88,753	860,489	87%	16,309	GF
14		Other	361,136	-		361,136	16,754		344,382	95%	48,685	Other
15		Total	13,119,989	43,909	-	13,163,898	1,623,707	310,501	11,229,690	85%	1,278,165	Total
16		CPG	3,598,257	(25,206)		3,573,051			3,573,051	100%		CPG
17		Other	342,079	-		342,079			342,079	100%		Other
18		Total	3,940,336	(25,206)	-	3,915,130			3,915,130	100%	-	Total
19		CPG	39,426,805	298,479		39,725,284	2,984,863	9,920,550	26,819,871	68%	2,364,968	CPG
20		GF	1,557,154			1,557,154	58,421	88,753	1,409,980	91%	16,309	GF
21		Other	2,564,356			2,564,356	32,315	1,320,500	1,211,541	47%	103,106	Other
22		Total	43,548,315	298,479	-	43,846,794	3,075,599	11,329,803	29,441,392	67%	2,484,383	Total
23												
24		OWP	41,991,603	298,479		42,290,082	3,017,178	10,937,717	28,335,187	67%	2,468,074	OWP

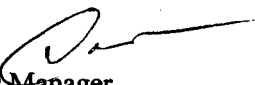
**SCAG  
COMPARISON OF EXPENDITURES  
TWO MONTHS ENDED AUGUST 31  
FY08 vs FY07**



# MEMO

**DATE:** October 4, 2007

**TO:** Regional Council  
Community, Economic, and Human Development Committee  
Energy and Environment Committee  
Transportation and Communications Committee

**FROM:** Donald A. Rhodes   
Legislative Affairs Manager

**SUBJECT:** End of 2007 Legislative Session Report

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## SUMMARY:

This memorandum summarizes significant legislative actions during 2007 in Congress and the California State Legislature on SCAG-sponsored and supported legislation and other legislation, including bond implementation legislation, of interest to SCAG.

Each year, prior to the commencement of Congress and the California State Legislature, the Regional Council adopts a State and Federal Legislative Program that contains the Regional Council's positions on policies and legislative initiatives that need the leadership and support of Congress and the California State Legislature to successfully meet the major transportation, housing, and environmental challenges facing the SCAG region. The most recent program was adopted in December 2007.

As of this writing the California State Legislature has adjourned, but has been called into special session by the Governor to deal with health care and water issues. The Congress is still in the last month or so of its session and focused on the Iraq War. Pending issues of interest to SCAG include Aviation Reauthorization and transportation appropriations.

SCAG's state legislative priorities for the 2007 session included: Regional Housing Needs Assessment (RHNA) Pilot Program legislation; legislation addressing the air quality crisis in the SCAG region; legislation permitting Tribes to join the SCAG Joint Powers Authority; legislation to enhance the movement of goods and to mitigate or eliminate harmful environmental impacts; innovative financing and public/private partnerships for transportation projects; design-build/design-sequencing authority to expedite project delivery; and implementation of the housing, transportation and water bonds approved by the voters in November 2006.

SCAG's 2007 federal legislative priorities focused upon funding for goods movement projects and efforts to move the environmental clearance process; reauthorization and appropriations under SAFETEA-LU, the nation's surface transportation program; reauthorization of the Federal Aviation Administration legislation; and continued advocacy for innovative financing and public/private partnerships for transportation projects.

Attachment A to this memorandum is a summary listing of legislation for which SCAG supported or took positions and significant measures implementing bond legislation passed by the voters in November 2006.

# MEMO

## BACKGROUND:

### STATE ISSUES

#### SB 12 – RHNA Legislation- SCAG Sponsored

A major legislative victory for SCAG during this legislative session was the passage of SB 12 (Lowenthal-D), which establishes a RHNA pilot program for the region. At SCAG's request Senator Alan Lowenthal carried the bill, which was passed by the State Legislature and signed by the Governor as an urgency measure, meaning that it took effect immediately. The passage of the bill was a major success for SCAG, and required extensive consultation with the League of California Cities, the California State Association of Counties and other organizations.

#### AJR 40 – Air Quality/Health Crisis State of Emergency- SCAG Sponsored

The Regional Council adopted Resolution No. 07-487-2 on May 3, 2007. This resolution addresses the Council's concern about the air quality health crisis in the South Coast Air Quality Basin related to emissions of PM 2.5, caused in major part by diesel emissions from the movement of goods. The SCAG resolution calls upon the Governor to declare a state of emergency and to direct steps necessary to address the emergency. As a further step, SCAG requested that Assembly Member Kevin De Leon author SCAG-sponsored Assembly Joint Resolution (AJR) No. 40, introduced on August 23, 2007. This measure memorializes the President of the United States to declare the existing conditions related to PM 2.5 exposure in the South Coast Air Basin a state of emergency, and urges that immediate steps be taken to rectify the emergency. AJR 40 was assigned to the Assembly Transportation Committee. It is anticipated it will be considered when the legislature reconvenes for the 2008 legislative session. The South Coast Air Quality Management District (SCAQMD) has expressed support for AJR 40. SCAG staff will work during the legislative recess to obtain additional support for AJR 40 from local health and environmental organizations in order to assist swift passage of Assembly Joint Resolution No. 40 in early 2008.

#### AB 169 – Indian Tribal Governments/JPA- SCAG Sponsored

SCAG sponsored AB 169 (Levine-D) provides for the sixteen federally recognized tribes in the SCAG region to join the SCAG Joint Powers Authority (JPA) to participate in the Southern California Association of Governments by voting at the SCAG General Assembly. AB 169 represents SCAG's 2<sup>nd</sup> attempt to get this type of legislation passed, following the Governor's veto of AB 2762 in September 2006. AB 169 has passed the Assembly and resides in the Senate Local Government Committee, where it is scheduled to be heard during the 2008 legislative session. The Governor, in his veto message, directed his Office of Planning and Research to work with SCAG and its tribal partners to draft legislation that would authorize tribal participations in SCAG. SCAG has had preliminary discussions with the Governor's staff to address any issues related to tribal governments entering into a JPA with SCAG. SCAG staff and lobbyist will meet with the Governor's staff this fall to proffer language that responds to the Governor's concerns and work to move the bill early in the '08 session.

#### SB 1028 – Air Quality- SCAG supported

As part of its efforts to address the air quality crisis, SCAG formed an alliance with SCAQMD and supported SB 1028 (Padilla-D). Existing law designates the State Air Resources Board as the state agency responsible for the preparation of the state implementation plan required by the federal Clean Air Act, and requires the state board to coordinate the activities of local air districts to comply with the act. This bill requires the state board to adopt and implement motor vehicle emission standards, in-use

# MEMO

performance standards, and motor vehicle fuel specifications for the control of air contaminants and sources of air pollution which the state board has found to be necessary, cost effective, and technologically feasible. The bill requires the state board to adopt rules and regulations pursuant to these provisions that, in conjunction with other measures adopted by the state board, the districts, and the United States Environmental Protection Agency, will achieve ambient air quality standards, and if necessary to carry out this duty. The bill passed the legislature on September 5, 2007, and is at the Governor's office as of September 11, 2007.

## SB 974 – Port Container Fee Legislation- SCAG Supported – work with author

SB 974 (Lowenthal-D) requires the Ports of Los Angeles, Long Beach, and Oakland to collect a user fee to fund congestion management and air quality improvement projects. The fee will be assessed to the owner of container cargo moving through the respective ports at a rate not to exceed \$30 per TEU. The Regional Council directed staff to take a 'Support – Work with Author' position. SCAG staff worked with the author's staff to encourage amendment of the bill to include more local control and input on the use and allocation of the fees in the region. SB 974 was subsequently amended on September 5, 2007, to provide for much greater local control on fee allocation, including a consulting role for SCAG in the process. SB 974 is a two-year bill and resides in the Assembly 3<sup>rd</sup> Reading file where it will be taken up in 2008. SCAG will continue to monitor and support the measure.

## SB 61 – Public-Private Partnerships- SCAG Supported

SCAG has worked closely at both the state and federal levels to encourage the expanded use of public-private partnerships to fund needed transportation infrastructure as public funding for those projects has become scarcer. It supported SB 61, (G.Runner-R) which 1) expands the use of public private partnerships to include toll roads; 2) eliminates the four-project limit (provided by AB 1467 - Chapter 32- Nunez of the 2005-2006 legislative session) to the number of lease agreements that Caltrans or an agency, as defined, may sign with public and private entities for the construction of additional highway or rail transportation projects designed to improve goods movement; and 3) removes the requirement that a proposed lease agreement be approved by the Legislature. SB 61 is a two-year bill; it has passed the first house and is held in the Senate Transportation Committee where it will be heard next year.

Of significance to SCAG is that certain of the concepts in public-private partnerships that SCAG has advocated related to performance reviews and other criteria are contained in SB 82, which is a budget trailer bill that makes various statutory changes to implement programmatic and technical changes to the Judicial Branch and the Department of Justice (DOJ) to implement the 2007-08 Budget package. SB 82, (Committee on Budget and Fiscal Review) which has been signed into law, says, in part:

(b) In reviewing any court facility proposal that includes a public-private partnership component, the Director of Finance shall take into consideration any terms in the proposal that could create long-term funding commitments and how those terms may be structured to minimize risk to the state's credit ratings. Following the approval of any court facility proposal of the Director of Finance, the Judicial Council shall notify the Joint Legislative Budget Committee of the performance expectations and benchmark criteria for the proposal at least 30 days prior to the release of initial solicitation documents for a court facility project. If the Joint Legislative Budget Committee does not express any opposition or concerns, the Judicial Council may proceed with the solicitation 30 days after giving that notice.

## Bond Legislation

During the previous legislative session SCAG closely worked with the state legislature on the transportation and housing bonds that were subsequently approved by voters in November 2006. During this session of the legislature SCAG worked with the State Legislature to provide that the implementing legislation contained SCAG's legislative priorities.

### SB 9 & 19 -Transportation related

SB 9 and SB 19 (Lowenthal – D) – are the current primary legislative vehicles guiding the allocation of bond monies for trade corridors for both project selection and emissions reduction. SCAG legislative staff worked closely with legislative and committee staff to ensure that regional interests were represented in these bills, including specifically amending SB 9 to include SCAG and the Ventura County Transportation Commission, among the listed entities in the bill, for consultative roles. Both these measures are two year bills and will be considered when the state legislature reconvenes. SCAG will continue to monitor these measure and work to implement positions identified in the adopted State and Federal Legislative Program.

### SB 88 – Transportation related

SB 88 (Senate Budget and Fiscal Review Committee), which has been signed by the Governor, appropriates \$350,000,000 from the Local Street and Road Improvement, Congestion Relief and Traffic Safety Account, created by the transportation bond act, for allocation by the Controller to cities and counties. It designates administrative agencies for each of the programs funded by the bond act, including the California Transportation Commission, the State Air Resources Board, the Controller, the Office of Homeland Security, the Office of Emergency Services, or the Department of Transportation. The bill imposes requirements on these agencies relative to adopting program guidelines, making of allocations of bond funds, and reporting on projects funded by the bond funds.

### SB 86 – Housing related

The Housing and Emergency Shelter Trust Fund Act of 2006 authorizes the issuance of bonds in the amount of \$2,850,000,000 pursuant to the State General Obligation Bond Law. Proceeds from the sale of these bonds are required to be used to finance various existing housing programs, capital outlay related to infill development, brown field cleanup that promotes infill development, and housing-related parks.

SB 86 (Senate Budget and Fiscal Review Committee), which has been signed into law by the Governor, establishes the Infill Incentive Grant Program of 2007, which requires the Department of Housing and Community Development, upon appropriation by the Legislature of the funds in the Regional Planning, Housing, and Infill Incentive Account, to establish and administer a competitive grant program to allocate funds to selected capital improvements projects related to qualifying infill projects or qualifying infill areas. The bill requires the California Pollution Control Financing Authority, in consultation with the Department of Housing and Community Development, upon appropriation by the Legislature of the funds in the regional Planning, Housing and Infill Incentive Account, to administer loans or grants under the California Recycle Underutilized Sites (CALReUSE) Program for the purpose of brown field cleanup that promotes infill residential and mixed-use development, consistent with regional and local land use plans. The bill appropriates \$240,000,000 and \$60,000,000, respectively, from the Budget Act of 2007 for the Infill Incentive Grant Program of 2007 and for CALReUSE in the 2007–08 fiscal year.



# MEMO

## SB 586- Housing related

As noted above, the Housing and Emergency Shelter Trust Fund Act of 2006, authorizes the issuance of bonds in the amount of \$2,850,000,000. The act also establishes the Housing and Emergency Shelter Trust Fund of 2006 in the State Treasury and requires the sum of \$1,500,000,000 to be deposited in the Affordable Housing Account, which the act establishes in the fund. The act continuously appropriates the money in the account in accordance with a specified schedule that requires, among other things, the transfer of the sum of \$100,000,000 to the Affordable Housing Innovation Fund, which the act establishes in the State Treasury, to be administered by the Department of Housing and Community Development and expended for competitive grants or loans to sponsoring entities that develop, own, lend, or invest in affordable housing, and to create pilot programs to demonstrate innovative, cost-saving approaches to creating or preserving affordable housing.

SB 586 requires the funds in the Affordable Housing Innovation Fund to be allocated in the amount of \$50,000,000 for the Affordable Housing Revolving Development and Acquisition Program, of which \$25,000,000 would be made available to the Loan Fund and \$25,000,000 would be made available to the Practitioner Fund; \$5,000,000 for the Construction Liability Insurance Reform Pilot Program, which this bill establishes within the department; \$35,000,000 for a local housing trust fund matching grant program established under a provision of existing law; and \$10,000,000 for the Innovative Homeownership Program, which the bill requires the department to develop and implement.

## AB 1457- Parks and recreation: state parks: roads – SCAG Opposed

AB 1457 (Huffman –D) would have prohibited a state or local agency from funding the construction of, seeking funding to construct, or authorizing or approving the construction of, a road, that will physically encroach upon a state park. AB 1457 removed the long-established and federally mandated transportation planning process from the hands of regional transportation agencies.

Further, AB 1457 would have specifically prevented the construction of the SR-241 Foothill Transportation Corridor South, a project contained in SCAG's Regional Transportation Plan. This project would extend the SR-241 from its current terminus at Oso Parkway in Rancho Santa Margarita south to Interstate 5 near San Clemente. This route will involve traversing San Onofre State Park. This project represents the final piece of the Orange County toll road system, and is a Transportation Control Measure that is part of the SCAG region's effort to seek air quality conformity.

Based upon the foregoing, the Southern California Association of Governments urged the Assembly Water, Parks & Wildlife Committee to oppose AB 1457. The bill remained in committee.

## FEDERAL ISSUES

### USDOT EIS Grant Application

On the federal legislative front, SCAG held a very successful meeting with U.S. Secretary of Transportation Mary Peters in June of 2007. SCAG elected officials Dennis Washburn, Harry Baldwin, and Jon Edney, accompanied by SCAG staff, met with Secretary Peters and senior USDOT staff to request specific, grant funding for advance planning, alternatives analysis, EIS and preliminary engineering work for a new, regional goods movement infrastructure system. SCAG seeks \$50M this year of a \$200M total request for system improvements, which will likely include truck-ways along the 710

# MEMO

corridor and an extensive high-speed regional transport freight delivery system. The goal of this massive system design is to meet the challenges of the burgeoning demand to move more goods through the region to the rest of the country while reducing emissions as required by federal law. SCAG legislative staff is seeking assistance of California members of Congress, including Senators Boxer and Feinstein and the Southern California Regional Congressional Delegation, to urge the USDOT to approve and fund this grant request.

## Federal Tax Credit Equity Finance Legislation

SCAG has successfully secured the commitment of Congressman Xavier Becerra to carry tax credit equity finance legislation that has been in development over the past few years, modeled closely on the New Market Tax Credit legislation passed by the Congress and established by the Community Renewal Tax Relief Act of 2000, to provide financial incentives for private investment in goods movement and mitigation projects. Tax Credit Equity financing allows for investors to contribute up-front capital to fund a portion of project costs (roughly 1/3 of total project costs), and in return receive annual tax credits. The balance would be debt financed and/or financed through flexible TIFIA loan structures as well as local project sponsor contributions. SCAG is working through its federal lobbyist to receive technical assistance to render the bill in final form for delivery to Congressman Becerra's staff this fall, whereupon we will work with the Congressman to introduce as soon as possible.

## SAFETEA-LU Reauthorization and '09 Appropriations Request

SCAG Legislative staff has identified a number of potential provisions for inclusion in the coming State and Federal Legislative Program related to the next federal transportation reauthorization measure. These include existing and prior reauthorization policies, such as establishment of a dedicated Goods Movement Trust Fund, Improved Environmental Clearance Process, Regional Airport System with Improved Off-Airport Ground Access, and Flexible Financing Strategies; along with new policy objectives such as Enhanced Technologies Deployment, Hybrid and Alternative Technology Vehicle fees, and greater use and authority to pursue Urban Partnership Agreements. During development of the 2008 Legislative Program proposals will be brought to the policy committees in November and the Regional Council in December.

The Safe, Accountable, Flexible, Efficient Transportation Equity Act—A Legacy for Users (SAFETEA-LU) created two commissions to study the nation's surface transportation system and its financing.

The National Surface Transportation Policy and Revenue Study Commission was created in 2005 under Section 1909 of SAFETEA-LU. The Commission was created, in part, to develop a conceptual plan with alternative approaches, to ensure that the surface transportation system will continue to serve the needs of the United States, including specific recommendations regarding design and operational standards, Federal policies, and legislative changes. The Commission is comprised of 12 members, representing: federal, state and local governments; metropolitan planning organizations; transportation-related industries; and public interest organizations. The Commission is working to examine not only the condition and future needs of the nation's surface transportation system, but also short and long-term alternatives to replace or supplement the fuel tax as the principal revenue source to support the Highway Trust Fund over the next 30 years. The commission is expected to report its recommendations in December of 2007.

# MEMO

Section 11142(a) of SAFETEA-LU established the National Surface Transportation Infrastructure Financing Commission and charged it with analyzing future highway and transit needs and the finances of the Highway Trust Fund and making recommendations regarding alternative approaches to financing transportation infrastructure. These recommendations must address, but are not limited to, the following topics:

(a) the levels of revenue that the Federal Highway Trust Fund will require to maintain and improve the condition and performance of the Nation's highway and transit systems and to ensure that Federal levels of investment in highways and transit do not decline in real terms; and (b) the extent, if any, to which the Highway Trust Fund should be augmented by other mechanisms or funds as a Federal means of financing highway and transit infrastructure investments.

The Commission will have 2 years to complete its work, and its final product will be a report that provides both analysis and recommendations to the Secretary of Transportation, the Secretary of the Treasury, and the Committee on Finance of the Senate, the Committee on Transportation and Infrastructure of the House of Representatives, the Committee on Environment and Public Works of the Senate, and the Committee on Banking, Housing, and Urban Affairs of the Senate.

SCAG will monitor the reports of these Commissions to determine how their recommendations affect the SCAG region and potential provisions in the next transportation reauthorization measure. Staff will be preparing an appropriations request for the '09 Transportation Appropriations bill consistent with the adopted legislative program.

## FISCAL IMPACT:

All work related to this information item is contained within the adopted FY 07/08 budget, WBS# 08-810.SCGS1.

Reviewed by:

  
Division Manager

Reviewed by:

  
Department Director

Reviewed by:

  
Chief Financial Officer

# MEMO

## Attachment A Legislation SCAG supported or took positions on and significant measures implementing bond legislation

### SCAG Sponsored Legislation

Bill	Topic	Status
AB 169 (Levine-D)	Tribal JPA	AB 169 has passed the Assembly and currently at the Senate Local Government Committee where it is expected to be considered in early 2008.
AJR 40 (De Leon- D)	Addressing air quality crisis	Introduced 8/23, TBD, Assembly Transportation

### SCAG Supported or Opposed Legislation

Bill	Topic	Status
AB 630 (Price - D)	Air emissions standards: EPA waiver	SUPPORT - 5/31, Assembly Appropriations, held
AB 1240 (Benoit - R)	RCTC, Design Build, Parris Line	SUPPORT - TBD Assembly Transportation, 2-year
AB 1457 (Huffman - D)	OCTA, Trans. Corridor, Foothill South	OPPOSE - TBD, Assembly Water, Parks & Wildlife
SB 61 (Runner - R)	Transportation, PPP	SUPPORT - TBD, Assembly Transportation - 2-year
SB 375 (Steinberg - D)	Transportation Planning: Models	NO POSITION - 8/22, Assembly Appropriations - 2-year
SB 442 (Ackerman - R)	OCTA, Design Build, SR-22 Phase II	SUPPORT - Failed passage, reconsideration granted, Senate Transportation & Housing
SB 974 (Lowenthal - D)	Container Fee	SUPPORT AND WORK WITH AUTHOR - 9/11 Placed on inactive file.
SB 1028 (Padilla - D)	AQMD, ambient air quality regulation	SUPPORT - 9/11 - Enrolled and sent to Governor
SCR 16 (Negrete McLeod - D)	Gary Moon memorial	SUPPORT - 7/10, Chaptered

### Other Legislation of Interest - Bond Implementation

Transportation Bond Legislation		
Bill	Topic	Status
SB 9 (Lowenthal- D)	Trade corridors - Project selection	8/30, Assembly Appropriations - 2-year
SB 19 (Lowenthal- D)	Trade Corridors - Emission reduction	TBD, Assembly Appropriations
SB 45 (Perata- D)	Transit safety	9/12, Enrolled and sent to Governor
SB 88 (Senate Budget & Fiscal Review Cmt)	Statutory changes - 07/08 Budget - Prop 1B	8/24 - Signed by Governor, Chapter 181
SB 286 (Lowenthal- D)	Local Streets and Road Improvements	TBD, Assembly Appropriations, 2-year

# MEMO

Bill	Topic	Status
SB 716 (Perata-D)	Transit bond	TBD, Assembly Transportation to Appropriations
SB 748 (Corbett-D)	State-Local Partnership	8/30, Assembly Appropriations - 2-year
AB 1350 (Nunez- D)	Transit bond	TBD, Senate Appropriations

## Other Legislation of Interest - Bond Implementation

Housing Bond Legislation		
Bill		Status
SB 46 (Perata)	Statutory framework for Prop 1C	TBD, Assembly Appropriations Committee
SB 86 (Senate Budget & Fiscal Review Cmt)	Budget trailer - housing	8/24 - Signed by Governor, Chapter 179
SB 586 (Dutton)	Programs \$100 million of Prop 1C	9/11 - Sent to enrollment
AB 1053 (Nunez)	Statutory framework for Prop 1C	9/12, Enrolled and sent to Governor
AB 1252 (Caballero)	Low income housing	8/30, Senate Appropriations Committee - 2-year
Water Bond Legislation		
Bill		Status
SB 1002 (Perata)	Funding for Delta	9/12, Enrolled and sent to Governor
SB 732 (Steinberg)	Creates and implements several new water programs	9/10 Placed on inactive file, Assembly Appropriations - 12 to 4
AB 1253 (Caballero)	Greening & forestry projects	8/30, Senate Appropriations Committee - 2-year
AB 1489 (Huffman)	Standards and guidance for water bond	8/30, Senate Appropriations Committee - 2-year

## Other Significant Legislation

Bill		Status
SB 303 (Ducheny)	Local government: land use planning	TBD, Assembly Local Government

# MEMO

**DATE:** October 4, 2007

**TO:** Regional Council

**FROM:** Barbara Dove, Government & Public Affairs, 213 236-1861 or [dove@scag.ca.gov](mailto:dove@scag.ca.gov)

**SUBJECT:** Regional Leadership Academy

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## BACKGROUND:

SCAG continues its focused support of Leadership Training programs for elected officials.

In 2007, SCAG's Regional Leadership Academy was launched. This program is designed specifically for elected officials who serve as members of the Regional Council and Policy Committees. The program was conducted by a talented, enthusiastic, and experienced team from USC that was selected through a competitive process by your colleagues on the RC. The Inaugural Class of 2007 met four times over the course of four months (one two-day session plus three one-day sessions on the USC campus). The topics addressed included: Governance, Problem Solving, Communication, High Performing Teams, Civic Engagement, Conflict Resolution, Leading through Influence, and Negotiation as well as Transportation, Housing, Infrastructure, and Demographics. Members of the 2007 Inaugural Class are Harry Baldwin, Chris Barnes, John Beauman, Glen Becerra, Stan Carroll, Kelly Chastain, Debbie Cook, Lee Ann Garcia, Larry McCallon, Katherine McCullough, Gary Ovitt, Tonia Reyes Uranga, Alan Wapner, and Joe Mosca. Planning for this year's class is underway and details will be available later in the fall. If you are interested in participating or want more information, please contact Barbara Dove at 213 236-1861 or [dove@scag.ca.gov](mailto:dove@scag.ca.gov).

## FISCAL IMPACT:

Funds have been allocated in the FY 2007-2008 General Fund.

Reviewed by:

  
Division Manager

Reviewed by:

\_\_\_\_\_  
Department Director

Reviewed by:

\_\_\_\_\_  
Chief Financial Officer

# REPORT


**DATE:** October 4, 2007

**TO:** Executive Committee  
Regional Council

**FROM:** Debbie Dillon, Human Resources Manager, 213-236-1870  
dillon@scag.ca.gov

**SUBJECT:** Merit Pay Program

**EXECUTIVE DIRECTOR'S APPROVAL:**



**RECOMMENDED ACTIONS:**

The Personnel Committee acted on June 21, 2007 to recommend the following actions:

- Approve completion of merit pay pilot status
- Approve 1% increase for each merit pay compensation rating category as follows:
  - Meets Expectations 2-4%
  - Above Expectations 5-7%
  - Excels 8-10%

**SUMMARY:**

On June 7, 2001, the Regional Council approved recommendations contained in the Compensation study conducted by Personnel Concepts, Inc. One component of that study was the recommendation to implement a Pay for Performance Program. The parameters of that study have been the basis for SCAG's performance evaluation process and compensation planning during the last four and half years.

Policy direction from the Regional Council in 2001 included applying a Pay for Performance Program to all employees in the senior level positions and above. This included executive management, managers, supervisors, leads, and seniors. All other employees were to stay on the current compensation system until a later date. To assist in the implementation of the Pay for Performance Program, a new performance evaluation process was implemented during fiscal year 2002/2003.

In November 2003 the Personnel Committee received a report on the status of the program and information that staff expected to recommend an extension of the program to the rest of the staff in June 2004.

In April 2004 the Personnel Committee received a status report and a staff recommendation to extend the Pay for Performance program to all employees for a two-year pilot period. The Personnel Committee provided input and recommended to the Administration Committee and the Regional Council in May 2004 to extend the two-year pilot program to all staff effective July 2004.

# REPORT

The Regional Council approved the Merit Pay two-year pilot program in July 2004 and requested periodic updates.

In July 2004 all employees were evaluated and compensated under the Merit Pay pilot program.

In October 2004, May 2005, October 2005, and October 2006 program status reports were provided to the Personnel Committee.

In December 2006, the Regional Council acted to recommend that the pilot program be extended through July 2007 to allow further refinements to the program.

## **BACKGROUND:**

SCAG staff receives compensation adjustments only through the Merit Pay Program. The percentage increases per rating category, as approved by the Regional Council in 2001, are as follows:

<b>Evaluation Rating</b>	<b>Percentage Adjustment</b>
Excels	7-9%
Above Standards	4-6%
Meets Standards	1-3%
Needs Improvement or Unsatisfactory	0

SCAG staff does not receive cost of living adjustments and they do not receive step increases. The salary ranges may be adjusted annually if they are determined by a salary survey to no longer be at the Regional Council approved level of the 75<sup>th</sup> percentile. Only those employees that fall below the new bottom of the range are adjusted at the time of a range change. A salary survey is conducted annually to determine if adjustments are necessary. Any suggested changes to the ranges are provided to this committee prior to implementation.

## **EVALUATION RATING STATISTICS & SALARY ADJUSTMENTS:**

The evaluation rating statistics and applicable salary adjustments are listed on the following page. The Excels and Needs Improvement rating categories have remained relatively constant for each year. While the Above Standards category has gradually increased and the Meets Standards category has gradually decreased. This is reflective of the performance of the organization as a whole, in that it has improved in the last four and a half years. Additionally, the quality of staff being hired has improved and employees have a better understanding of performance expectations based on the program.

In July 2003, employees below the senior level were eligible for a 3% or 0% salary adjustment based on the prior evaluation system. In July 2004, all employees became eligible for the Merit Pay program.



# REPORT

In all years of the program, employees who are at the top of the salary range received a lump sum equivalent to the percentage that was over the top salary range. Effective in July 2006, these lump sum payments are counted by CalPERS as part of an employee's eligible compensation. This became effective with the lump sum payments in July 2006.

## EVALUATION RATING STATISTIC & SALARY ADJUSTMENT TABLE

Rating Scale	7/2003 Ratings	7/2003 % Increase	7/2004 Ratings	7/2004 % Increase	7/2005 Ratings	7/2005 % Increase	7/2006 Ratings	7/2006 % Increase	7/2007 Ratings	7/2007 % Increase
Excels	17/17%	8%	13/13%	7%	11/12%	7%	10/13%	7%	11/13%	9%
Above	23/22%	5%	31/31%	5%	35/38%	5%	35/44%	5%	36/42%	6%
Meets	59/57%	3%	51/51%	3%	43/37%	3%	32/40%	3%	37/44%	3%
Needs Improvement	4/4%	0	6/6%	0	2/2%	0	3/4%	0	1/1%	0
Unsatisfactory	0	0	0	0	0	0	0	0		0
TOTAL **	103	--	101	--	91	--	80	--	85	--

\* Employees below Senior Level received 3%; all-other employees eligible for more than 3%.

\*\* Excludes Probationary Employees

Average overall salary increase for fiscal years 2002/2003, 2004/2005, 2005/2006, 2006/2007 were 3.64%, 4.30%, 4.10% and 5.11% respectively.

Performance evaluation and performance management training was provided in November 2004, May 2005, spring 2006 and November 2006 for all management/supervisory employees. The current review cycle is in the final stages of completion this month.

### REVIEW PROCESS:

Each staff evaluation is reviewed by the chain of command through the Executive Director and includes review by the Human Resources Manager and the Deputy Executive Director prior to the evaluation being finalized and issued to the employee. The Executive Director, Deputy Executive Director and Human Resources Manager review the evaluation content against the rating to ensure consistency in the rating criteria application to the performance of the individual. This is a rigorous and time consuming process that provides coaching and feedback to the rater on areas that need more substantiation to support the rating given. The rater is informed that they must either provide substantiation with specific examples to support the rating or they must change the rating because it is not justified. Rate inflation is closely managed through this process.

# REPORT

We are continually improving the process and continue to refine the linkage between the employee performance agreement, professional development goals, the mission statement, values statement and the rating criteria. We are updating the performance agreement and the performance evaluation forms for FY 07/08 to incorporate the April 2007 SCAG Values Statement and input received from managers and directors. After more than four years of using a standardized evaluation form and process, we are experiencing improvements in the overall performance of the organization and the staff. The rating distribution is a good indicator of the performance of the organization as a whole. We determine the success of the program based on the rating statistics, the content of the written evaluations, and the effectiveness of performance management on improving staff performance.

Starting in July 2008, managers will have the discretion to recommend varying levels of pay within the same rating category for their staff. During the pilot status, we applied a fixed percentage in each rating category for the given level of performance. Now that the program is more sophisticated and the evaluators are more experienced, they will be provided with more discretion in recommending pay. For example, a manager with four employees rated as overall Meets Expectations but whose performance varies within the Meets category can recommend between 2-4% per employee depending on their performance level within the category. During the pilot status, all employees whose performance was rated as Meets Expectations received the same merit payment amount regardless of the level of performance within the Meets category.

## **CONCLUSION:**

We are requesting completion of the pilot status of the program based on the program's effectiveness over the last four and half years and because of the importance of the program. The program greatly enhances the quality and quantity of work and the performance management of the organization. The organization has benefited from implementing the system agency wide and will continue to benefit from the program as it evolves and is continuously improved.

We are requesting an additional 1% for each merit pay compensation rating category based on our experience with salary administration practices. A separate study was conducted by Human Resources to determine methods to improve SCAG's ability to attract and retain employees. This study was covered more thoroughly in the information item on Salary Administration Revisions that was approved at the July 12, 2007 Administration Committee and Regional Council meeting. However, in summary, this is an additional component that will assist SCAG in attracting and retaining high quality employees.

## **FISCAL IMPACT:**

Each year SCAG applies the merit pay amounts within the established range based on the rating distribution and budget availability. It is anticipated that the next round of ratings will follow a similar pattern and that adequate funds are budgeted to cover the requested increase of 1% at the top of each range. SCAG will still retain the discretion to withhold the upper ends of the range if budget is not available to cover the rating distribution.

# REPORT

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Reviewed  
by:

  
Division Manager

Reviewed  
by:

Department Director

Reviewed  
by:

  
Chief Financial Officer



SOUTHERN CALIFORNIA  
ASSOCIATION of GOVERNMENTS

# REPORT

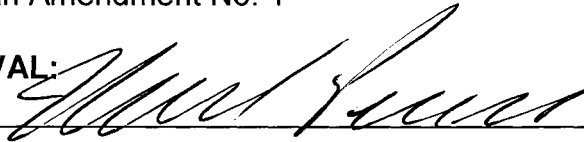
**DATE:** October 4, 2007

**TO:** Regional Council

**FROM:** Cheryl Collier, Communications Supervisor, 213.236.1942, [collier@scag.ca.gov](mailto:collier@scag.ca.gov)  
Justine Block, Deputy Legal Counsel, 213.236.1920, [block@scag.ca.gov](mailto:block@scag.ca.gov)

**SUBJECT:** Public Participation Plan Amendment No. 1

**EXECUTIVE DIRECTOR'S APPROVAL:**



**RECOMMENDED ACTION:**

Approve and adopt Public Participation Plan Amendment No. 1.

**BACKGROUND:**

SCAG's Public Participation Plan serves as a guide for SCAG's public involvement process as well as the continuing, comprehensive and coordinated planning process among the stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional transportation plans and programs.

As a metropolitan planning organization (MPO), SCAG is responsible for preparing and utilizing a Plan which is developed in consultation with all interested parties and provides reasonable opportunities for interested parties to comment on the content of SCAG's Regional Transportation Plan (RTP) and the Transportation Improvement Program (RTIP) (also known as the Federal Transportation Improvement Program), pursuant to the "Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users" (SAFETEA-LU), Pub. L. No. 109-59, Title VI, Section 6001(a), 119 Stat. 1839 (Aug. 10, 2005).

SCAG made significant efforts to reach out to interested parties, encourage feedback, and involve interested parties in the development of the Plan's strategies and procedures and will continue these efforts in future updates to the Plan.

In March, the Regional Council adopted the Public Participation Plan. It was anticipated that future amendments may be needed as SCAG staff continued to work with FHWA and FTA on addressing the Department of Transportation's Statewide Transportation Planning; Metropolitan Transportation Planning; Final Rule published in the Federal Register on February 14, 2007.

The Public Participation Plan Amendment No. 1 includes Appendix "A" a new addition to the adopted Public Participation Plan that provides more explicit details as to SCAG's strategies, procedures and techniques for public participation on the RTP, RTIP and Overall Work Program (OWP).

# REPORT

As part of our continuing effort to engage interested parties in the development of our public participation activities, SCAG conducted an email survey of 3,600 individuals within SCAG's contact databases which asked several questions to help SCAG determine how to improve our public participation and outreach efforts. Comments from the 376 surveys received were considered in the development of strategies and procedures in the draft Public Participation Plan Amendment No 1 (see Appendix "B"). Following a 45-day public review and comment period, SCAG's Transportation and Communication Committee (TCC), at their August 30 meeting, recommended to approve and adopt the Public Participation Plan Amendment No. 1. Comments received during the 45-day public comment period, which included comments from FHWA, EPA and Caltrans among others, were reviewed and considered in the development of the final Public Participation Plan Amendment No. 1 (see Appendix "C" for all comments received on the Plan).

## FISCAL IMPACT:

Work related to public participation is included in the 2007-08 Budget.

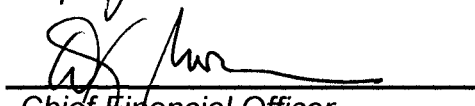
Reviewed by:

  
Division Manager

Reviewed by:

  
Department Director

Reviewed by:

  
Chief Financial Officer

# Southern California Association of Governments PUBLIC PARTICIPATION PLAN



Amendment No. 1  
October 2007

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# Public Participation Plan

## Executive Summary

This Public Participation Plan (“Plan”) serves as a guide for SCAG’s public involvement process as well as the continuing, comprehensive and coordinated planning process among the stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional plans and programs.

As a metropolitan planning organization (MPO), SCAG is responsible for preparing and utilizing a Plan which is developed in consultation with all interested parties and provides reasonable opportunities for interested parties to comment on the content of SCAG’s Regional Transportation Plan (RTP) and the Transportation Improvement Program (RTIP). Detailed strategies, procedures, and techniques for carrying out the participation process for the RTP, RTIP, and Overall Work Program (OWP), are described in the Plan.

To ensure compliance with federal and state requirements, SCAG intends to outreach to and seek participation from the following participants in the development of regional plans and programs: citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, Tribal Governments, transit operators, governmental agencies and non-profit organizations and other interested parties such as the subregions, ethnic and minority groups, older and retired persons, special interest non-profit agencies, environmental groups, educational institutions, women’s organizations, and the private sector.

SCAG made significant efforts to reach out to interested parties, encourage feedback, and involve interested parties in the development of the Plan’s strategies and procedures and will continue these efforts in future updates to the Plan.



# Public Participation Plan

## Amendment No. 1

**“Never doubt that a small group of thoughtful, concerned citizens can change the world. Indeed, it is the only thing that ever has.” *Margaret Mead***

### Purpose of SCAG’s Public Participation Plan

The awareness and involvement of interested persons in governmental processes are critical to successful regional transportation planning and programming. When the public is engaged in the process, their feedback helps assure projects address community needs. Likewise, the public gains a better understanding of the tradeoffs and constraints associated with transportation planning. This Public Participation Plan (“Plan”) serves as a guide for SCAG’s public involvement process as well as the continuing, comprehensive and coordinated planning process among the stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional plans and programs.

### Introduction

Since its inception, the Southern California Association of Governments (SCAG) has engaged in a public involvement process in developing its regional transportation plans and programs. As a result of changes in the metropolitan planning law in 2005, SCAG will broaden its current participation activities to engage a more extensive group of stakeholders in its planning and programming processes.

As a metropolitan planning organization (MPO), SCAG is responsible for preparing and utilizing a Plan which is developed in consultation with all interested parties and provides reasonable opportunities for interested parties to comment on the content of SCAG’s Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP) (also known as the Federal Transportation Improvement Program), pursuant to the “Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users” (SAFETEA-LU), Pub. L. No. 109-59, Title VI, Section 6001(a), 119 Stat. 1839 (Aug. 10, 2005).

The participation procedures incorporated into this Plan are intended to afford interested parties a specific opportunity to participate in the development of the Plan and to comment on the Plan prior to its approval. The Plan contains an expanded list of Interested Parties, including governmental agencies and nonprofit organizations that receive Federal assistance from a source other than the Department of Transportation (DOT) to provide non-emergency transportation services and recipients of assistance under 23 U.S.C. 204.

In addition to developing and carrying out a Plan, SCAG is required to consult with State, local, and Tribal Governments in development of its RTPs and RTIPs. SCAG is specifically required to consult with agencies and officials responsible for other planning activities within the region that are affected by SCAG's RTP and RTIP (including, as appropriate, State & local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation).

As part of developing other plans and programs for which SCAG is responsible, SCAG carries out additional participation activities, including but not limited to: collaboration with transportation partners in development of the SCAG Overall Work Program, pursuant to 23 C.F.R. 450.314 and State guidance; scoping meetings and public review of the Draft Program Environmental Impact Report (PEIR) for the RTP, as required by applicable California Environmental Quality Act (CEQA) Guidelines, 14 C.C.R. Ch. 3, Art. 7; and, public participation in the development of a methodology for the Regional Housing Needs Allocation Plan, pursuant to Govt. Code Section 65584.04(c).

This Plan is intended to guide the participation process and to coordinate the process with SCAG's consultation activities and other responsibilities. Detailed strategies, procedures, and techniques for carrying out the participation process for the RTP, RTIP, and Overall Work Program (OWP), are described in "Appendix A," of this Plan, and incorporated herein by this reference. Comments received during the 45-day public review and comment period regarding the Plan and information in Appendix "A," along with SCAG's response to those comments, are described in a matrix found in "Appendix C" herein.

#### Public Participation Plan Requirements

SCAG's Public Participation Plan must comply with the following requirements provided under 23 U.S.C. 134, subsections (i)(5), and (j)(1)(B) [see also 23 C.F.R. 450.316] which are summarized as follows:

1. SCAG shall provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of

users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the RTP.

2. The participation plan shall be developed in consultation with all interested parties, and shall provide that all interested parties have reasonable opportunities to comment on the contents of the transportation plan.
3. In carrying out the participation process, SCAG must, to the maximum extent practicable--
  - (i) hold any public meetings at convenient and accessible locations and times;
  - (ii) employ visualization techniques to describe plans; and
  - (iii) make public information available in electronically accessible format and means, such as the World Wide Web, as appropriate, to afford reasonable opportunity for consideration of public information under paragraph 1 above.
4. The RTP shall be published or otherwise made readily available by the metropolitan planning organization for public review, including (to the maximum extent practicable) in electronically accessible formats and means, such as the World Wide Web, approved by the metropolitan planning organization and submitted for information purposes to the Governor at such times and in such manner as the Secretary shall establish.
5. In developing the RTIP and before approving the RTIP, SCAG, in cooperation with the State and any affected public transportation operator, shall provide an opportunity for participation by interested parties in the development of the program, in accordance with the same requirements described above.

The Public Participation Plan further incorporates the requirements of the applicable regulations, 23 CFR 450.316(a) (See 72 FR 7273; February 14, 2007) intended to provide further guidance regarding the participation requirements of SAFETEA-LU, as follows:

(a) The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

- (i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
- (ii) Providing timely notice and reasonable access to information about transportation issues and processes;
- (iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;
- (iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
- (v) Holding any public meetings at convenient and accessible locations and times;
- (vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
- (vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
- (viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;
- (ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and
- (x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

In accordance with these requirements, SCAG actively engaged interested parties in the development of the Plan. Development of the draft document spanned a five-month period and included a review of and enhancements to SCAG's existing adopted Plan based on previous lessons learned and public comments received on the 2004 RTP, a review of SAFETEA-LU requirements, review and comments by those who work with many of the interested parties identified in the SAFETEA-LU requirements, and a review of Participation Plans by other metropolitan planning organizations throughout the country.

SCAG's efforts also included a presentation to the bus operators on January 16, 2007, a presentation to the Orange County Council of Governments' Technical Advisory Committee meeting on February 6, 2007 and a presentation to the Orange County Council of Governments Board of Directors on February 22, 2007 regarding SCAG's work on the draft Plan. In addition, SCAG reached out to agencies by sending additional copies of the draft Plan to 38 federal and state resource agencies. This effort was followed up with two separate electronic reminder messages seeking comments and feedback on the Plan. In addition, SCAG invited interested parties (with a heavy emphasis on federal and state resource agencies as well as the subregions) to attend a presentation on the draft Plan on February 6, 2007, in the SCAG offices. One subregional representative attended the presentation. During early February, SCAG telephoned each of the federal and state resource agencies once again seeking comments and offering to make presentations at the respective agency location. SCAG also reached out to the county transportation commissions both electronically as well as by telephone to elicit comments to the draft Plan. The result was that SCAG received comments from one Tribal Government, one member city, one county transportation commission, three subregions, two resource agencies and one private business. In general, those who responded indicated that they have received and reviewed the Plan, that it appeared fine and they did not have any other specific comments. One commenter from a local natural resource agency indicated that they did not have the staff available to

review this type of plan nor were they interested in an on-site presentation. In total, the draft Plan was available for public comment for a period of 133 days to encourage development and input by the public and interested parties.

Interested parties were also solicited to provide input into and participate in the development of the Public Participation Plan Draft Amendment No. 1, which as previously noted, includes the detailed strategies, procedures and techniques for public participation related to the RTP, RTIP and OWP as set forth in Appendix "A" herein. Specifically, staff conducted an online survey to obtain input on how to improve overall participation efforts as well as to determine accessible meeting time and location preferences and gain a better understanding of how interested parties prefer to have complex materials presented to them. The survey was posted on SCAG's website as well as distributed electronically to 3,600 existing contacts within SCAG's contact database. A total of 376 surveys were completed and returned. This survey is further described in Appendix "B", and the results thereof were considered in SCAG's deliberations on the final Public Participation Plan Amendment No. 1.

In addition, SCAG sent out over 200 letters to state and local agencies seeking input regarding the Plan's Draft Amendment No. 1. Finally, SCAG staff met with the County Transportation Commissions, and the Imperial Valley Association of Governments to receive their input into the development of the Public Participation Plan Amendment No. 1. SCAG staff also solicited input from the Transportation Conformity Working Group, the Subregional Coordinators Working Group and the Metro/Caltrans Local Assistance Coordination Working Group. California Department of Transportation representatives participate in each of these working groups.

### Consultation Requirements

SCAG must consult, as appropriate, with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation concerning the development of a long-range transportation plan. The consultation shall involve, as appropriate:

- 1) Comparison of transportation plans with State conservation plans or maps, if available; or
- 2) Comparison of transportation plans to inventories of natural or historic resources, if available.

See 23 U.S.C Section 134(i)(4).

Furthermore, under the metropolitan planning process, RTPs and TIPs must be developed with due consideration of other related activities within the region, and the process must provide for the design and delivery of transportation services within the region that are provided by:

- 1) Recipients of assistance under Chapter 53 of Title 49 U.S.C.
- 2) Governmental agencies and nonprofit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the Department of Transportation to provide non-emergency transportation services; and
- 3) Recipients of assistance under 23 U.S.C Section 204.

See 49 U.S.C Section 5303.

Consultation requirements are accomplished primarily through our policy committees and task force structure. Policy committees are primarily made up of local elected officials. There are several issue-specific as well as mode-specific task forces that are on-going as well as some that are created for a specific purpose and specific time frame. All of these task forces forward their recommendations to policy committees. Examples of these task forces include: Transportation Finance Task Force, Aviation Task Force, Goods Movement Task Force, Regional Transit Task Force, and the Plans and Programs Technical Advisory Committee. Membership on these task forces and working groups includes elected officials as well as stakeholder agency representatives. The stakeholders have a direct pipeline to SCAG's planning processes through these task forces. SCAG proposes to expand the membership of some of these task forces to ensure inclusion of the broader stakeholders and interest groups identified in SAFETEA-LU.

In addition, SCAG conducts several workshops prior to releasing the Draft RTP involving stakeholders to ensure that their input on major issues is addressed in the plan.

SCAG also utilizes the subregional council of governments (COG) structure to "get the word out" and solicit input on the content as well as the planning and programming process from the local stakeholders.

SCAG mails out a Notice of Draft RTP and RTIP Availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final RTP and RTIP. Comments as well as responses are fully documented and reflected in the final RTP.

SCAG will continue to engage Tribal Governments in the RTP and RTIP processes through Tribal Government representation on SCAG's governing

board and policy committees, and through the Tribal Governments Relations Task Force.

#### Consultation and Coordination with State Agencies

SCAG works closely with the appropriate State agencies at several levels to coordinate planning activities. First, Caltrans, as one of SCAG's project sponsors as well as funding partners, actively participates in our key policy committees as well as task forces. Specifically, Caltrans has a seat as ex-officio on SCAG's Transportation and Communications Committee, a key policy committee that makes policy recommendations on transportation planning matters to SCAG's Regional Council. In addition, Caltrans also actively participates in technical committees, including Plans and Programs Technical Advisory Committee (P&P TAC) as well as Transportation Conformity Working Group (TCWG). Furthermore, Caltrans and SCAG also participate in monthly meetings with the Chief Executive Officers. California Air Resource Board (CARB), responsible for developing the State Implementation Plan (SIP), actively participates in SCAG's TCWG to ensure full coordination of transportation conformity issues associate with RTP as well as RTIP. The California Transportation Commission (CTC), responsible for programming and allocating funding for transportation improvements throughout California, is regularly apprised of SCAG's planning and programming activities through participation in the monthly CTC meetings. CTC reviews and comments on SCAG's plans and programs as necessary and appropriate.

#### Consultation and Coordination with Resource Agencies

SCAG's compliance with the California Environmental Quality Act (CEQA) serves as the framework to consult, as appropriate, in the development of plans such as the RTP with federal, state and local resource agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation. This consultation will include other agencies and officials responsible for other planning activities in the SCAG region that are affected by transportation, to the maximum extent practicable.

As required by CEQA, the Notice of Preparation (NOP) stating that SCAG as the lead agency will prepare a program-level Environmental Impact Report (EIR) for the RTP is the first step in the environmental process. The NOP gives federal, state and local agencies and the public an early opportunity to identify areas of concern to be addressed in the EIR and to submit them in writing to SCAG. Further, SCAG holds public scoping workshops to explain the environmental process and solicit early input on areas of concern. During the development of the Draft EIR, SCAG will consult with affected agencies on resource maps and inventories for use in the EIR analysis.



SCAG will consider the issues raised during the NOP period and scoping workshops during its preparation of the EIR. Subsequently, as soon as SCAG completes the Draft EIR, SCAG will file a Notice of Completion (NOC) with the State Clearinghouse and release the Draft EIR for a 45-day public review period. SCAG will seek written comments from agencies and the public on the environmental effects and mitigation measures identified in the Draft EIR. During the comment period, SCAG may consult directly with any agency or person with respect to any environmental impact or mitigation measure. SCAG will respond to written comments received prior to the close of comment period and make technical corrections to the Draft EIR where necessary. SCAG's Regional Council will be requested to certify the Final EIR, and SCAG will file a Notice of Determination (NOD) within five days of Regional Council certification.

Note that while the RTP is not subject to the federal National Environmental Policy Act (NEPA), SCAG will also consult with federal agencies as appropriate during the preparation of the CEQA environmental document. Additionally, the involvement of federal agencies in the RTP can link the transportation planning process with the federal NEPA process. It should also be noted that while the RTIP is not required to formally comply with the CEQA provisions, RTIP is an integral part of the RTP and represents the near term actions proposed in the RTP and therefore CEQA compliance associated with RTP inherently addresses the RTIP. As the projects in the RTP and RTIP continue down the pipeline toward construction or implementation, most must comply with NEPA to address individual project impacts.

#### Bottom-Up Planning and Interagency Consultation

An expanded 70-member Regional Council and the fostering of 14 subregional organizations were initiated by the former Executive Committee in 1992. These forums, coupled with three policy committees and 20 standing committees and technical advisory committees, and the "AB 1246 process" (required under Public Utilities Code Section 130000 et seq.) facilitate SCAG's ability to provide a framework for bottom-up planning and more frequent and ongoing participation by interested parties at all stages of the process.

In addressing the requirements of the AB 1246 process, the multi-county designated transportation planning agency convenes at least two meetings annually of representatives from each of the five commissions, the agency, and the Department of Transportation for the following purposes:

- (a) To review and discuss the near-term transportation improvement programs prior to adoption by the commissions.
- (b) To review and discuss the regional transportation plan prior to adoption by the agency pursuant to Chapter 2.5 (commencing with Section 65080) of Title 7 of the Government Code.

- (c) To consider progress in the development of a regionwide and unified public transit system.
- (d) To review and discuss any other matter of mutual concern.

The Regional Transportation Agencies Coalition is currently fulfilling the function of the AB 1246 process.

SCAG has a memorandum of understanding (MOU) with the South Coast Air Quality Management District (SCAQMD) on transportation and air quality conformity consultation procedures for the South Coast Air Basin and for the Riverside County portions of the Salton Sea Air Basin and the Mojave Desert Air Basin. Parties to the MOU include: SCAQMD, Los Angeles County Metropolitan Transportation Authority, Orange County Transportation Authority, Riverside County Transportation Commission, San Bernardino Associated Governments, California Department of Transportation (Caltrans), California Air Resource Board, and the Federal Highway Administration.

Likewise, SCAG has an MOU for transportation and air quality conformity consultation procedures with the Ventura County Air Pollution Control District (VCAPCD) for the Ventura County portion of the South Central Coast Air Basin (SCCAB). Parties to the MOU include: VCAPCD, Ventura County Transportation Commission, Caltrans, California Air Resources Board, Federal Highway Administration and the Federal Transit Administration.

To support interagency coordination and fulfill the interagency consultation requirements of the Federal Transportation Conformity Rule, SCAG participates in the Transportation Conformity Working Group (TCWG). The group meets on a monthly basis to address and resolve regional issues pertaining to transportation conformity for the RTP, RTIP, RTP and TIP amendments and the region's air quality management plans.

Participants in the Southern California TCWG include representatives from federal, state, regional and sub-regional agencies such as the United States Environmental Protection Agency (both national and regional representatives), Federal Highway Administration, Federal Transit Administration, California Air Resources Board, California Department of Transportation, Air Quality Management Districts, SCAG, and County Transportation Commissions.

#### Interested Parties

To ensure compliance with SAFETEA-LU requirements and other federal and state mandates, SCAG intends to target the following participants in the region:

- citizens
- affected public agencies

- representatives of transportation agency employees
- freight shippers
- providers of freight transportation services
- private providers of transportation
- representatives of users of public transit
- representatives of users of pedestrian walkways and bicycle transportation facilities
- representatives of the disabled
- Tribal Governments
- transit operators
- governmental agencies and non-profit organizations that receive Federal assistance from a source other than the Department of Transportation (DOT) to provide non-emergency transportation services and recipients of assistance under section 204 of Title 23 U.S.C .
- and other interested parties (e.g. subregions, ethnic and minority groups, older and retired persons, special interest non-profit agencies, environmental groups, educational institutions, women's organizations, private sector)

The following goals and procedures are designed to encourage participation and provide opportunities to comment on the development and approval of SCAG's RTPs, RTIPs, the Regional Comprehensive Plan, (In addition to this Plan, SCAG adheres to the public process required by CEQA for our PEIR and related environmental review documents.) and other products prepared by SCAG that statutorily require public participation or for which the Regional Council determines is necessary.

#### Public Participation Plan Goals

The five primary goals of SCAG's Public Participation Plan include:

- Goal 1: Implement an open and ongoing participation process that ensures citizen, agency and interested party participation in, and input into, regional transportation planning and programming.
- Goal 2: Provide full public access, information and input to key decisions in the regional transportation planning process.
- Goal 3: Disseminate clear, concise and up-to-date information to citizens, affected agencies and interested parties.
- Goal 4: Provide timely responses to issues, concerns, and comments raised by the public regarding the development and implementation of regional transportation plans, programs, and projects. Ensure that the comments received are considered and incorporated into the deliberations regarding proposed plans and programs.
- Goal 5: Enhance the participation process including reaching out to those communities that have been underrepresented and/or underserved.

## Public Participation Plan Procedures in Obtaining Goals

- Goal 1: Implement an open and ongoing participation process that ensures citizen, agency and interested party participation in, and input into, regional transportation planning and programming.
- SCAG's participation program will include public outreach and communications for all major plans and programs. This includes establishing procedures and responsibilities for (1) informing, involving and incorporating public opinion into the planning process, (2) consultative involvement of designated agencies (i.e., federal, state and local agencies, county transportation commissions and air quality management/pollution control districts) on technical data and modeling used in developing regional plans and determining transportation improvement program and regional transportation improvement program conformity, (3) designating lead staff persons who are knowledgeable about the entire planning process to be responsible for the participation program, and (4) providing adequate funds and staff resources to implement the participation program.
  - Stress the requirement to encourage, assess and provide for public participation to staff, consultants, stakeholder organizations and others as well as stress the importance of an inclusionary process and dialogue and encourage staff to regard citizens, subregional organizations and agencies as working partners.
  - Interact and seek input from a broad spectrum of interested stakeholders through various task forces and working groups that meet on a regular, on-going basis to review, discuss, and provide feedback on various SCAG initiatives, plans and programs.
  - Integrate the outreach effort of the subregional organizations and transportation and air quality agencies into the SCAG process.
  - Encourage proponents and opponents to participate in the regional planning process and acknowledge the value of their input.
  - Update and maintain the contact databases and audience categories within the Communication and Management System

(CMS). Expand current list categories to include the additional list of parties outlined in SAFETEA-LU. These contact databases should be reviewed and updated at least twice per year and on an on-going basis as individual changes occur.

- Provide outreach to citizens, groups, agencies and subregional organizations and inform them of how their involvement has affected the plan.
- Assemble, organize and equip a participation and outreach team of transportation planners, environmental planners, analysts and other technical staff, public affairs staff, management staff, and elected officials to conduct presentations, hold briefings, workshops and hearings during the year to diverse groups and organizations throughout the region.
- Conduct hands-on, interactive workshops such as the Compass workshops, to encourage community involvement and participation and obtain feedback from local residents, regional stakeholders and local governments (planners, demographers, and elected officials).
- Provide outreach assistance, including to under-represented areas, using Member Relations Officers who are geographically focused and knowledgeable on the issues of the subregion.
- Train staff in effective communication and public relations skills by providing clear, consistent and concise primary messages for media and public involvement and interaction.
- Complete target group and media mailing lists for targeted audiences and determine the best methods for distributing information: speaker's bureau, fact sheets, brochures, flyers, white papers, plan summaries, newsletters, PowerPoint presentations, press releases, public service announcements, press advisories, press conferences, telephone and personal interviews.
- Develop memoranda of understanding or agreements with appropriate agencies, as needed.
- Participate in regular monthly meetings with the CEOs of the county transportation commissions.

Goal 2: Provide full public access, information and input to key decisions in the regional transportation planning process.

- Utilize SCAG's website to provide information, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings, post meeting agendas and minutes and provide publications. Ensure that the information available is easy-to-read and accessible and that the web site is compliant with the 1990 Americans with Disabilities Act.
- Post public notices of the draft product in at least one major newspaper in each of the six member counties and include community newspapers and ethnic press.
- Follow up on public notices to increase participation. Assign staff to look out for non-participating public interests.
- Conduct at least one public hearing for the draft RTP, TIP and EIR and other major plans as needed. Announce public hearings in printed materials, on SCAG's website, and in local newspapers. Provide translation services at these hearings, if needed.
- Develop procedures for public hearings. Include the time to be allotted to each speaker and how the order of appearance is determined. A written explanation of adopted procedures should be distributed to participants both prior to and at the hearing. Make arrangements for the submission of written statements in addition to verbal comments.
- Hold monthly meetings with the subregional coordinators (representatives of the 14 subregions) to review upcoming Regional Council and Policy Committee agendas and conduct other coordinating activities.
- Keep interested parties informed with progress reports during the product development, review and adoption phases.

Goal 3: Disseminate clear, concise and up-to-date information to citizens, affected agencies and interested parties.

- SCAG, together with its subregional partners and other stakeholder organizations, will notify interested parties through traditional meeting announcements, newspapers, public service announcements, press releases, special mailers, publications and agendas of committees, meetings, workshops, briefings, website postings, email communications and other opportunities to participate, as appropriate.
- Make electronically accessible to the public, all draft and final plans, fact sheets, publications such as *Your Guide to SCAG*, the *Benefits of Membership*, *Member Handbook* and the *Legislative Reference Guide*, the Overall Work Program, the eVision newsletter, key PowerPoint presentations, meeting agendas and minutes, data and other planning-related information, and a calendar of upcoming events on SCAG's website at [www.scag.ca.gov](http://www.scag.ca.gov). Encourage public involvement on the web site. Ensure that the information provided is up-to-date, accessible and easy-to-understand.
- Provide complete and easy-to-understand information, including summaries and one-page fact sheets on major plans and initiatives at the beginning of and throughout the planning process and define the issues and alternatives in a concise, straightforward and consistent manner.
- Update annually and disseminate SCAG's citizen guide "Your Guide to SCAG" which succinctly informs the public about SCAG and the regional planning process, highlights major SCAG initiatives, cites the importance of public involvement, invites participation, and identifies key contacts.
- Provide updated information about SCAG's activities, plans, actions, upcoming events, legislative efforts, and subregional activities in the eVision electronic newsletter which is disseminated to local elected officials, legislators, subregions, commissions, air districts, other interested parties and members of the public at least eight times per year. The eVision newsletter is accessible through SCAG's website. In addition, archival copies are readily available on the site.
- Maintain and update media mailing lists that include metropolitan and local community newspapers, radio, television and cable outlets, trade journals, wire services, ethnic and foreign-language media, government and legal publications and

special interest press directed at older Americans, the disabled, Native Americans and students.

- Implement the media outreach strategies contained in the agency's overall Communications Strategy. This includes press releases, media advisories, calendar advisories, media interviews on television and radio talk shows and public affairs programs, public notices, op-ed articles in local newspapers, editorial board meetings, and development of consistent media messages on major SCAG initiatives, and outreach to ethnic and foreign language press.
- Develop printed materials, fact sheets, brochures, summaries, fliers, PowerPoint presentations, relating to SCAG and SCAG's initiatives and other publications for general population distribution in concise, understandable, non-technical language.
- Maintain an updated calendar of events on SCAG's web site, accessible 24 hours a day, 7 days a week.
- Translate the most significant web site information and printed materials into other languages when needed and contingent upon resource and budget availability. Include the ethnic press in media advisories, press releases, press conference notifications, calendar advisories and other media communications. Maintain and update ethnic press contacts in the media contact database.
- Disseminate the *Challenges Facing Southern California* brochure at meetings, conferences, through mailings, and in SCAG's lobby area which highlights SCAG's major initiatives, invites participation within the community, solicits feedback and encourages citizens to "Get Informed and Get Involved."
- Make presentations on various SCAG initiatives throughout the region to citizens, community groups, environmental groups, business organizations, minorities, faith-based organizations, subregions, other stakeholders, and other interested parties. Staff throughout the organization, along with Regional Council members, will conduct the presentations. Determine the appropriate staff and agency representatives to speak on policy, technical and media issues. Staff will proactively encourage presentations be included on various meeting agendas.



- Prepare technical and non-technical PowerPoint presentations for workshop, conference, hearings and other meeting use to showcase SCAG and SCAG's initiatives and simplify the regional planning process. Ensure that the presentations are easy-to-understand, interesting, and invites participation and involvement. Utilize graphics and animation to make the presentations more interesting and inviting. Tailor presentations to the audience by including subregional statistics and addressing primary areas of audience concern. Enhancements to the presentations should be based on community input and speaker feedback. Maintain a library of all PowerPoint presentations created. Post relevant PowerPoint presentations on SCAG's web site for public access.
- Utilize visualization techniques whenever possible such as maps, videos, PowerPoint presentations with graphics and animation, flowcharts, computer simulation, interactive GIS systems, photorealistic visualizations, video fly-throughs, illustrative drawings, simulated photos, sketches, and photo manipulation scenario planning tools to better and more easily communicate technical planning issues and strategies.
- Design and display a modular exhibit for "on-the-road" presentations and exhibit tables at conferences, workshops, meetings and other public events. The exhibit will be visually appealing and will graphically showcase SCAG's major planning initiatives to diverse audiences. This exhibit will increase the public's awareness of the work of SCAG and the importance of public involvement.
- Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences and to mitigate traffic congestion and air quality.

**Goal 4:** Provide timely responses to issues, concerns, and comments raised by the public regarding the development and implementation of regional transportation plans, programs, and projects. Ensure that the comments received are considered and incorporated into the deliberations regarding proposed plans and programs.

- SCAG will review and consider all public comments in the regional transportation planning process. Comments will be recorded, tracked and maintained through the Communication Management Software System (CMS), SCAG's contact database system. The system will provide a list of all comments

received, the name of the commenter, the comment date, the topic, the comment message, and SCAG's response to the comment. All comments received will be responded to in a timely manner.

- Evaluate public comments received throughout the planning process and assess whether, and to what extent, modifications were made in the draft documents as a result of the comments received.

Goal 5: Enhance the participation process including seeking out and considering the needs of traditionally underrepresented and/or underserved persons. Ensure that minority and low-income persons have meaningful access to the public outreach and involvement activities.

- Coordinate with individuals, institutions or organizations to reach out to members in the affected minority and/or low income communities.
- Choose an event site and time convenient for participants. All events should be fully accessible to all citizens, including disabled, low-income and minority communities. Encourage the participation of elected officials at events and hearings.
- Provide assistance, if requested 14 days prior to the event, to people with disabilities, including individuals who are blind, have low-vision or are hearing impaired.
- Provide language assistance, if requested 14 days prior to the event, to Limited English Proficient Persons.
- Evaluate public participation efforts at the end of each phase of the planning process so that necessary modifications can be made for subsequent phases. Provide recommended strategies to enhance the outreach program and better serve the underrepresented segments of the region.
- Annually update the agency's overall Communications Strategy and seek Regional Council approval of the plan and recommended strategies.
- Develop and adopt a plan for providing language assistance for persons with limited English proficiency (LEP Plan).

- Maintain an outreach calendar of presentations, workshops and hearings which will enable staff to map presentations to determine geographically where we've been, the type of audience and the topic thus enhancing our ability to strengthen outreach to underrepresented areas. The goal is to average at least 15 presentations per month.
- Utilize SCAG's existing online survey programs to conduct outreach on public opinions of community interests to obtain feedback on regional issues.
- Consider budgeting for surveys of demonstration project participants (such as Compass Blueprint) to provide better, more efficient services.
- Assess how effective the agency's communication strategies have been in impacting public policy. Consider conducting surveys of members, partners and stakeholders early in the planning process and again later to determine the effect of the communication effort.

**"The better the citizenry as a whole are educated, the wider and more sensible public participation, debate and social mobility will be." *John Ralston Saul***

## **Appendix “A”**

### **Strategies, Procedures and Techniques for Public Participation Related to the Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP) and Overall Work Program (OWP)**

SCAG’s recently adopted Public Participation Plan (“Plan”) serves as a guide for SCAG’s public involvement process as well as the continuing, comprehensive and coordinated planning process among the stakeholders to ensure the ongoing opportunity for broad-based participation in the development and review of regional plans and programs. For purposes of the Plan, “public” is intended to mean “Interested Parties” including citizens, affected public agencies, and other interested parties as identified on page 7 of the Plan.

This Appendix “A” to the adopted Public Participation Plan is intended to provide more explicit details as to SCAG’s strategies, procedures and techniques for public participation on the RTP, RTIP and OWP, as further described in Sections 2, 3 and 4 of this Appendix “A,” respectively. The interrelated goals identified in the Plan suggest that a coordinated approach to public outreach is best in seeking to spread a consistent message and increase public awareness of SCAG’s planning efforts. In each of our planning efforts, we need to communicate with the public who SCAG is and what we do, the challenges facing the region and the time constraints of the various planning activities. SCAG also seeks the public’s feedback, active participation and input in developing our plans.

#### **SECTION 1. DEVELOPMENT OF STRATEGIES, PROCEDURES AND TECHNIQUES**

SCAG staff consulted with a range of interested parties as required by SAFETEA-LU in developing the public participation strategies, procedures and techniques noted herein. SCAG has made significant efforts to reach out to interested parties, encourage feedback, and involve interested parties in the development of the Plan’s strategies and procedures and will continue these efforts in future updates to the Plan. Specifically, SCAG solicited comments and feedback from the county transportation commissions, subregional organizations within SCAG, transit operators, federal and state resource agencies, Tribal Governments, representatives of the disabled, representatives of pedestrian walkways and bicycle transportation facilities, environmental groups, and other interested parties through mailings, email correspondence, workshops, presentations, meetings, telephone communications and website postings encouraging individuals to get involved with developing these strategies,

procedures and techniques and the Public Participation Plan, in general. For the first time, SCAG also conducted a web-based survey which asked several questions to help SCAG determine how to improve public participation. This survey was emailed to 3,600 individuals within SCAG's contact database system with valid email addresses of potential interested parties (see Appendix B for a summary of the survey results and how the results will impact development of future RTP and TIP cycles). SCAG engaged in interagency review by sending letters to over 200 affected agencies and organizations to seek input on the proposed strategies, procedures and techniques. Finally, SCAG continues to solicit feedback through an online Public Participation Form and a Public Participation Survey found on SCAG's website.

## SECTION 2. REGIONAL TRANSPORTATION PLAN

Federal and state laws require SCAG to prepare a long-range Regional Transportation Plan, or RTP. The purpose of the RTP is to combine transportation policies and projects to: address mobility and congestion throughout Southern California, coordinate a balanced regional transportation system, identify adequate funding for transportation projects, and meet federal air quality requirements.

A complete update of an existing RTP is required every four years, and SCAG is currently undertaking the development of the 2008 RTP to provide Southern California with a comprehensive vision for its transportation future to the year 2035. In terms of strategies, procedures and techniques for public participation regarding the 2008 RTP, the tasks are broken down into three phases: pre-Draft RTP, post-Draft RTP and post-Final RTP, as noted below. SCAG intends to update this section of Appendix "A" prior to commencing each RTP update to reflect appropriate changes.

### **A. Phase 1: Pre-Draft RTP (April-October 2007)**

#### **Establish Regular "All Hands" Outreach Coordination Team Meetings: (April-October 2007).**

While outreach activities have been ongoing since the adopted 2004 RTP, the single most important element to fostering and maintaining a fully-integrated agency outreach effort is to schedule and hold regular coordination meetings with the principal staff in all planning areas and consultants associated with each of the various outreach efforts. Key staff has already been identified, which includes members from SCAG's Communications, Member Relations and Planning Divisions. An initial coordination session was conducted on April 24, 2007.

- ◆ Outreach coordination meetings will provide important opportunities (1) to brief all members of the outreach coordination team on overall outreach goals and strategies; (2) to inform the team of upcoming outreach forums and other key milestones; and (3) to identify strategies and specific work tasks that can either be shared or can accommodate multiple outreach objectives.
- ◆ Schedule outreach coordination meetings on a bi-weekly basis. Initially, the focus will be on establishing unified outreach goals and formalizing team member roles. Subsequent sessions will be directed at identifying new opportunities for public presentations and proactively securing speaking engagements. Review progress and ensure implementation of the Public Participation Plan strategies.

#### Update Existing Presentation Materials: (January-October 2007).

Many of the needed PowerPoint presentations have already been prepared and are currently in use. SCAG has developed PowerPoint presentations on all major SCAG initiatives and they are easily accessible by all staff. These presentations will continue to be updated as new information becomes available. Communications staff will continue to work closely with Planning staff to ensure a consistent look and message for all of SCAG's communications.

- ◆ Provide clear, consistent and concise primary messages for media and public involvement and interaction.
- ◆ Update technical and non-technical PowerPoint presentations as new information becomes available.
- ◆ Tailor specific presentations to meet the needs and interests of the target audiences.
- ◆ Maintain a library of all PowerPoint presentations developed, including making such presentations available on SCAG's website, if possible, in advance of meetings.
- ◆ Distribute hard copies of the PowerPoint presentations to audiences when conducting the presentations.
- ◆ Review and update all existing one-page Fact Sheets.
- ◆ Review and update brochures, fliers and other publications relating to SCAG and SCAG's initiatives for general population distribution in concise, understandable, non-technical language.
- ◆ Review and update public feedback forms, both paper and web-based.
- ◆ Review and enhance web interface to encourage public education and feedback on the related planning efforts.
- ◆ Include articles on plans and programs in SCAG's eVision newsletter, produced eight times each year as new information becomes available.

#### Create New Presentation Materials: (July-October 2007).

Develop new materials to simplify the RTP and cater to subregional audiences. Traditionally, interested parties raise questions about proposed projects in their specific community. Materials that visually highlight the most prominent features of the Plan and are most relevant to audiences will most likely be read and recalled.

- ◆ Create an introductory, fold-out brochure which visually showcases regional projects of significance. Highlights of the plan will be summarized and created to "pop" to peak interest and enhance readability.
- ◆ Create 14 subregional maps that visually depict proposed projects of "subregional" significance.
- ◆ Produce the RTP on a CD to ease handling and ensure more efficient use of resources.

- ◆ Prepare press releases, calendar advisories, information regarding public workshops and reach out to the ethnic press by providing notices in English, Spanish and Chinese.
- ◆ Utilize visualization techniques whenever possible such as maps, videos, PowerPoint presentations with graphics and animation, flowcharts, computer simulation, interactive GIS systems, photorealistic visualizations, video fly-throughs, illustrative drawings, simulated photos, sketches, and photo manipulation scenario planning tools to better and more easily communicate technical planning issues and strategies.
- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

#### Enhance Website Capabilities: (June-October 2007).

- ◆ Create new web pages dedicated to the RTP, enhance navigation, and ensure information is up-to-date. Link to stakeholder web pages.
- ◆ Translate key RTP communications in English and Spanish on the web pages.
- ◆ Utilize SCAG's web site to provide information, conduct an online RTP survey, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings, post meeting agendas and minutes and provide access to major SCAG publications including Your Guide to SCAG, the Benefits of Membership, Member Handbook, the Legislative Reference Guide, the eVision newsletter, key PowerPoint presentations, data and other planning-related information.
- ◆ Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.

#### Update Contact Databases and Advisory Groups: (January-October 2007).

- ◆ Review and update mailing lists for outreach efforts.
- ◆ Expand contact databases to include all Interested Parties identified in the Plan.
- ◆ Work with subregional coordinators and SCAG task force and committee members to expand current list categories to include all Interested Parties.
- ◆ Conduct an Environmental Justice workshop related to the RTP, and convene an Environmental Justice Advisory Group to meet as needed. This group would include representatives of community-based organizations, non-profits, and Tribal Governments from all parts of the SCAG region.
- ◆ Update media mailing lists that include metropolitan and local community newspapers, radio, television and cable outlets, trade journals, wire services, ethnic and foreign-language media, government and legal publications and



special interest press directed at older audiences, the disabled, Native Americans and students.

Coordinate Outreach Efforts with other Stakeholder Organizations: (January-October 2007).

- ◆ Support interagency coordination by continuing to participate in the monthly Transportation Conformity Working Group.
- ◆ Mail Notice of Draft RTP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final RTP. Ensure that the public comment period is at least 30 days for the plan.
- ◆ Participate in regular monthly meetings with the CEOs of the county transportation commissions.
- ◆ Integrate the outreach effort of the subregional organizations and transportation and air quality agencies into the SCAG process.
- ◆ Together with subregional partners and other stakeholder organizations, notify interested parties through traditional meeting announcements, newspapers, public service announcements, press releases, special mailers, publications and agendas of committees, meetings, workshops, briefings, web site postings, email communications and other opportunities to participate, as appropriate.
- ◆ Hold monthly meetings with the subregional coordinators to review upcoming Regional Council and Policy Committee agendas and conduct other coordinating activities.
- ◆ Expand the membership of some of SCAG's various committees, task forces and working groups to ensure inclusion of the broader stakeholders and interest groups identified in the Plan.
- ◆ Keep interested parties informed with monthly progress reports during the plan development phase.
- ◆ Expand the membership of some of SCAG's various committees, task forces and working groups to ensure inclusion of the broader stakeholders and interest groups identified in the Plan.

Train Presenters: (May-June 2007).

- ◆ Brief staff members, SCAG elected officials and consultants on all materials available and how to present SCAG's messages to various types of audiences.
- ◆ Develop talking points on all PowerPoint presentations to ensure consistent message delivery.

Create an Outreach Schedule: (January-July 2007).

- ◆ Proactively contact groups to schedule speakers from the pool of available speakers, as appropriate, to meet the interests of the particular group.

- ◆ Continue the practice of attempting to get on other groups' agendas rather than creating meetings from scratch.
- ◆ Conduct presentations, hold briefings, workshops, hearings to diverse groups and organizations throughout the region.
- ◆ Hold any public meetings at convenient and accessible locations and times.

Maintain a Log of Outreach Efforts: (January-October 2007).

- ◆ Maintain a log of all agency-wide outreach presentations within CMS, SCAG's contact database system. Such a log already exists and will be augmented as needed to ensure sufficient documentation.

Conduct Public Workshops related to the RTP: (September-October 2007).

- ◆ The Draft RTP Update is reviewed by SCAG's Transportation and Communications Committee as part of a public meeting.
- ◆ Announce public workshops in printed materials, on SCAG's website, and in local newspapers.
- ◆ Conduct at least three public workshops on the draft RTP. Schedule at least one public workshop in Los Angeles County, one in the Inland Empire and one in Orange County to ensure regional representation.
- ◆ Develop procedures for public workshops. Include the time to be allotted to each speaker and how the order of appearance is determined. Make arrangements for the submission of written statements in addition to verbal comments.
- ◆ Provide translation services at these public workshops, if needed.

Reach Out to Traditionally Underrepresented and/or Underserved Audiences: (April-October 2007).

- ◆ Work with Member Relations staff and Subregional Coordinators to aid in identifying underrepresented segments of the region.
- ◆ Coordinate with individuals, institutions or organizations to reach out to members in the affected minority and/or low income communities.
- ◆ Provide assistance, if requested 14 days prior to the event, to people with disabilities, including individuals who are blind, have low-vision or are hearing impaired.
- ◆ Provide language assistance, if requested 14 days prior to the event, to Limited English Proficient Persons.
- ◆ Develop and adopt a plan for providing language assistance for persons with limited English proficiency (LEP Plan).
- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

Consider and Incorporate Comments Received into the Deliberations Regarding Proposed Plans and Programs: (January-October 2007).

- ◆ Review and consider all public comments in the regional transportation planning process.
- ◆ Record, track and maintain a log of comments and SCAG's response to the comments within the Communication Management Software System (CMS), SCAG's contact database system.
- ◆ Respond to all comments received in a timely manner.
- ◆ Evaluate public comments received throughout the planning process and assess whether, and to what extent, modifications were made in the draft documents as a result of the comments received.

Evaluate Public Participation Activities: (October 2007).

- ◆ Evaluate public participation efforts at the end of phase 1 so that necessary modifications can be made for subsequent phases.
- ◆ Provide recommendations to enhance the outreach program and better serve the underrepresented segments of the region.

**B. Phase 2: Post- Draft RTP (October-December 2007)**

Continue On-going "All Hands" Outreach Coordination Team Meetings: (October-December 2007).

- ◆ Schedule outreach coordination meetings on a bi-weekly basis to identify new opportunities for public presentations and proactively securing speaking engagements and to ensure implementation of the Public Participation Plan strategies.

Update Existing Presentation Materials: (October-December 2007).

- ◆ Revise existing materials as needed to reflect changes in data, information, strategies, and in response to comments received.

Create New Presentation Materials: (October-December 2007).

- ◆ Develop new materials, as needed, to simplify the RTP, cater to subregional audiences and reach ethnic segments of the region.
- ◆ Continue to utilize visualization techniques whenever possible such as maps, videos, PowerPoint presentations with graphics and animation, flowcharts, computer simulation, interactive GIS systems, photorealistic visualizations, video fly-throughs, illustrative drawings, simulated photos, sketches, and

photo manipulation scenario planning tools to better and more easily communicate technical planning issues and strategies.

- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

#### Enhance Website Capabilities: (October-December 2007).

- ◆ Continue to utilize SCAG's web site to provide information, conduct an online RTP survey, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings, post meeting agendas and minutes and provide access to major SCAG publications including Your Guide to SCAG, the Benefits of Membership, Member Handbook, the Legislative Reference Guide, the eVision newsletters, key PowerPoint presentations, data and other planning-related information.
- ◆ Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.

#### Update Contact Databases and Advisory Groups: (October-December 2007).

- ◆ Review and update mailing lists for outreach efforts.
- ◆ Expand contact databases to include all Interested Parties identified in the Plan.
- ◆ Work with subregional coordinators and SCAG task force and committee members to expand current list categories to include all Interested Parties.
- ◆ Update media mailing lists that include metropolitan and local community newspapers, radio, television and cable outlets, trade journals, wire services, ethnic and foreign-language media, government and legal publications and special interest press directed at older audiences, the disabled, Native Americans and students.

#### Coordinate Outreach Efforts with other Stakeholder Organizations: (October-December 2007).

- ◆ Support interagency coordination by continuing to participate in the monthly Transportation Conformity Working Group.
- ◆ Participate in regular monthly meetings with the CEOs of the county transportation commissions.
- ◆ Integrate the outreach effort of the subregional organizations and transportation and air quality agencies into the SCAG process.
- ◆ Together with subregional partners and other stakeholder organizations, notify interested parties through traditional meeting announcements, newspapers, public service announcements, press releases, special mailers,

publications and agendas of committees, meetings, workshops, briefings, website postings, email communications and other opportunities to participate, as appropriate.

- ◆ Hold monthly meetings with the subregional coordinators to review upcoming Regional Council and Policy Committee agendas and conduct other coordinating activities.
- ◆ Keep interested parties informed with monthly progress reports during the post-draft plan development phase.

Develop an Outreach Schedule: (October-December 2007).

- ◆ Proactively contact groups to schedule speakers from the pool of available speakers, as appropriate, to meet the interests of the particular group.
- ◆ Continue the practice of attempting to get on other groups' agendas rather than creating meetings from scratch.
- ◆ Conduct presentations, hold briefings, workshops, hearings to diverse groups and organizations throughout the region.
- ◆ Hold any public meetings at convenient and accessible locations and times.

Maintain a Log of Outreach Efforts: (October-December 2007).

- ◆ Maintain a log of all agency-wide outreach presentations within CMS, SCAG's contact database system.

Conduct Public Hearings: (November 2007-January 2008).

- ◆ The Draft RTP Update is released for 30-day public review.
- ◆ The Draft RTP Update is reviewed by SCAG's Transportation and Communications Committee as part of a public meeting.
- ◆ Announce public hearings in printed materials, on SCAG's website, and in local newspapers.
- ◆ Conduct at least three public hearings on the draft RTP. Schedule at least one public hearing in Los Angeles County, one in the Inland Empire and one in Orange County to ensure regional representation.
- ◆ Develop procedures for public hearings. Include the time to be allotted to each speaker and how the order of appearance is determined. A written explanation of adopted procedures should be distributed to participants both prior to and at the hearing. Make arrangements for the submission of written statements in addition to verbal comments.
- ◆ Provide translation services at these public hearings, if needed.

Reach Out to Traditionally Underrepresented and/or Underserved Audiences: (October-December 2007)

- ◆ Work with Member Relations staff and Subregional Coordinators to aid in identifying underrepresented segments of the region.

- ◆ Coordinate with individuals, institutions or organizations to reach out to members in the affected minority and/or low income communities.
- ◆ Engage Tribal Government in the RTP processes through Tribal Government representation on SCAG's governing board and policy committees and through the Tribal Government Relations Task Force.
- ◆ Provide assistance, if requested 14 days prior to the event, to people with disabilities, including individuals who are blind, have low-vision or are hearing impaired.
- ◆ Provide language assistance, if requested 14 days prior to the event, to Limited English Proficient Persons.
- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

Consider and Incorporate Comments Received into the Deliberations Regarding Proposed Plans and Programs: (October-December 2007).

- ◆ Review and consider all public comments in the regional transportation planning process.
- ◆ Record, track and maintain a log of comments and SCAG's response to the comments within the Communication Management Software System (CMS), SCAG's contact database system.
- ◆ Respond to all significant comments received in a timely manner.
- ◆ Evaluate public comments received throughout the planning process and assess whether, and to what extent, modifications were made in the draft documents as a result of the comments received.
- ◆ Provide additional opportunity for public comment on the revised plan if the final plan differs significantly from the draft plan that was previously made public.
- ◆ Provide a summary, analysis and report on the disposition of all formal comments received as part of the final plan.
- ◆ Prepare Final RTP Update for adoption by Regional Council at a public meeting.

Evaluate Public Participation Activities: (December 2007).

- ◆ Evaluate public participation efforts at the end of phase 2 so that necessary modifications can be made for subsequent phases.
- ◆ Provide recommendations to enhance the outreach program and better serve the underrepresented segments of the region.
- ◆ Assess how effective the agency's communication strategies have been in impacting public policy. Conduct a survey of members, partners, stakeholders immediately after the release of the draft plan and again later after the adoption of the plan to determine the impact of the public participation effort.

**C. Phase 3: Post- Final RTP (February-December 2008)**

**Update Existing Presentation and Printed Materials: (February-December 2008).**

- ◆ Provide clear, consistent and concise primary messages for media and public involvement and interaction.
- ◆ Update technical and non-technical PowerPoint presentations as new information becomes available.
- ◆ Tailor specific presentations to meet the needs and interests of the target audiences.
- ◆ Maintain a library of all PowerPoint presentations developed.
- ◆ Review and update all existing one-page Fact Sheets.
- ◆ Review and update brochures, fliers and other publications relating to SCAG and SCAG's initiatives for general population distribution in concise, understandable, non-technical language.
- ◆ Review and update public feedback forms, both paper and web-based.
- ◆ Review and enhance web interface to encourage public education and feedback.
- ◆ Include articles on plans and programs in SCAG's eVision newsletter, produced eight times each year.

**Create New Presentation Materials: (February-December 2008).**

- ◆ Create a final brochure which visually showcases regional projects of significance. Highlights of the plan will be summarized and created to "pop" to peak interest and enhance readability.
- ◆ Revise 14 subregional maps that visually depict proposed projects of "subregional" significance.
- ◆ Produce the RTP on a CD to ease handling and ensure more efficient use of resources.
- ◆ Prepare press releases and reach out to the ethnic press by providing notices in English, Spanish and Chinese.
- ◆ Utilize visualization techniques whenever possible such as maps, videos, PowerPoint presentations with graphics and animation, flowcharts, computer simulation, interactive GIS systems, photorealistic visualizations, video fly-throughs, illustrative drawings, simulated photos, sketches, and photo manipulation scenario planning tools to better and more easily communicate technical planning issues and strategies.
- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

Enhance Website Capabilities: (February-December 2008).

- ◆ Maintain web pages dedicated to the RTP and ensure information is up-to-date.
- ◆ Translate key RTP communications in English and Spanish on the web pages.
- ◆ Utilize SCAG's website to provide information, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate about SCAG and SCAG initiatives, inform of upcoming events and meetings, post meeting agendas and minutes and provide access to major SCAG publications including Your Guide to SCAG, the Benefits of Membership, Member Handbook, the Legislative Reference Guide, the eVision newsletters, key PowerPoint presentations, data and other planning-related information.
- ◆ Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.

Update Contact Databases and Advisory Groups: (February-December 2008).

- ◆ Review and update mailing lists for outreach efforts.
- ◆ Expand contact databases to include all Interested Parties identified in the Plan.
- ◆ Work with subregional coordinators and SCAG task force and committee members to expand current list categories to include all Interested Parties.

Coordinate Outreach Efforts with other Stakeholder Organizations: (February-December 2008).

- ◆ Support interagency coordination by continuing to participate in the monthly Transportation Conformity Working Group.
- ◆ Participate in regular monthly meetings with the CEOs of the county transportation commissions.
- ◆ Together with subregional partners and other stakeholder organizations, notify interested parties through traditional meeting announcements, newspapers, public service announcements, press releases, special mailers, publications and agendas of committees, meetings, workshops, briefings, website postings, email communications and other opportunities to participate, as appropriate.
- ◆ Hold monthly meetings with the subregional coordinators to review upcoming Regional Council and Policy Committee agendas and conduct other coordinating activities.
- ◆ Expand the membership of some of SCAG's various committees, task forces and working groups to ensure inclusion of the broader stakeholders and interest groups identified in the Plan.



Create an Outreach Schedule: (February-December 2008).

- ◆ Even after the Plan has been adopted, continue to proactively contact groups to schedule speakers from the pool of available speakers, as appropriate, to meet the interests of the particular group.
- ◆ Continue the practice of attempting to get on other groups' agendas rather than creating meetings from scratch.
- ◆ Conduct presentations, hold briefings, workshops, hearings to diverse groups and organizations throughout the region.
- ◆ Hold any public meetings at convenient and accessible locations and times.

Maintain a Log of Outreach Efforts: (February-December 2008).

- ◆ Maintain a log of all agency-wide outreach presentations within CMS, SCAG's contact database system.

Reach Out to Traditionally Underrepresented and/or Underserved Audiences: (February-December 2008).

- ◆ Work with Member Relations staff and Subregional Coordinators to aid in identifying underrepresented segments of the region.
- ◆ Coordinate with individuals, institutions or organizations to reach out to members in the affected minority and/or low income communities.
- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

Evaluate Public Participation Activities: (February-December 2008).

- ◆ Continue to monitor outreach presentations and assess whether outreach efforts are being conducted throughout the region, including the outlying areas of the region.

RTP Amendments

An amendment is a major revision to a long-range RTP, including adding or deleting a project, major changes in project/project phase costs, initiation dates, and/or design concepts and scope. A RTP Amendment requires public review and comment, demonstration that the project can be completed based on expected funding, and a determination that the change conforms to air quality requirements.

SCAG's strategies, procedures and techniques for public participation regarding RTP Amendments include, but are not limited to, the release of the proposed RTP amendment for a 30-day public review, posting of the proposed RTP amendment on SCAG's website, presentation of the proposed RTP amendment

before certain SCAG committees, review of the proposed RTP amendment by SCAG's Transportation and Communications Committee at a public meeting, and adoption of the proposed RTP amendment by SCAG's Regional Council as part of the public meeting.

### **SECTION 3. REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

SCAG's Regional Transportation Improvement Program, or RTIP, is a capital listing of all transportation projects proposed over a six-year period. The listing identifies specific funding sources and funding amounts for each project. The proposed transportation projects are funded through a variety of federal, state and local sources. Projects consist of improvements such as, highway improvements, transit, rail, bus, high occupancy vehicle lanes, signal synchronization, intersection improvements, and freeway ramps to name a few. The RTIP must include all transportation projects that are federal funded, as well as all regionally significant transportation projects for which federal approval (Federal Highway Administration or Federal Transit Administration) is required, regardless of funding source. The projects are submitted to SCAG by the five County Transportation Commissions and the Imperial Valley Association of Governments (IVAG). SCAG analyzes the projects to ensure that they are consistent with state and federal requirements. Federal law requires the RTIP be consistent with the RTP.

The following outlines SCAG's strategies, procedures and techniques for public participation on the RTIP. SCAG intends to update this section of the Appendix if needed prior to commencing each RTIP cycle to reflect appropriate changes.

#### **A. RTIP Public Participation Process in the SCAG Region**

At the outset, it should be noted that SCAG has a Memorandum of Understanding (MOU) with transit operators and each of the County Transportation Commissions (CTCs) within the SCAG Region. These MOUs specify the role of the CTCs with respect to approval of transportation projects utilizing federal, state highway, and transit funds within their respective jurisdiction. They are also responsible for transportation programming and short range planning in their respective county. As a result, the County Transportation Commissions transmit their approved County TIP to SCAG. As such the public participation process and coordination is a tiered process within the SCAG region. This tiered process initiates the public participation process at the CTC's county TIP development stage which occurs long before the development of the SCAG RTIP.

There are several opportunities for the public to review and comment on projects and programs during the development of each county TIP and approval of the SCAG RTIP. These public participation opportunities are described below.

##### **i. Project Identification**

Public participation begins at the local agency level starting with identifying projects and associated work scopes based on local and regional transportation

needs. Newly identified projects are commonly placed on funding needs lists, funding plans or capital improvement program plans and programs that identify projects to be funded. These lists, plans and programs are adopted by local agency boards (mostly elected officials) in meetings open to the general public. Stakeholders, interest groups and the general public have the opportunity to review and comment on these projects and local plans prior to local agency board approvals.

## ii. Project Funding

The general public, interested parties and stakeholders have an opportunity to review and comment on projects and programs during the allocation of funds by local agencies including cities, counties, special districts, and county transportation commissions (CTCs) and the Imperial Valley Associated Governments (IVAG).

The process of assigning specific funding sources to projects normally occurs in meetings open to the general public by public policy boards. For example, the CTCs and IVAG in the SCAG region conduct “call for projects” when funding under their control (federal, state and/or local) is available for programming. Local agencies apply and compete for available funding based on adopted eligibility guidelines consistent with federal, state and local county requirements. Candidate projects usually have gone through an initial public review process described in Section A.i above and are included in a local agency capital improvement needs programs or plans. The CTCs and IVAG work through their respective committee review process to develop a list of projects, including related cost estimates, recommended for funding and adoption by each respective policy board. CTCs/IVAG review committees are comprised of local agency staff (stakeholders and interested parties), and in some cases include public elected officials. Review committee meetings are publicly noticed. The recommended project lists approved by the committees are forwarded to the respective policy boards for approval. Projects proposed for funding are made available for review by the general public, stakeholders and interested parties in advance of adoption by the CTCs/IVAG policy boards. All allocation of funds by the policy boards occur in publicly noticed meetings open to the general public.

The allocation of public funds to projects by other entities go through public review processes that are consistent with the federal, state and/or local laws that govern the allocation of the funds.

## iii. County TIP Development

The CTCs and IVAG develop their respective TIPs based on RTIP Guidelines written by SCAG in consultation with the CTCs/IVAG and Federal Highway Administration staff, and approved by SCAG’s Regional Council. All projects

programmed in County TIPs have been previously approved for funding by the entity responsible for allocating the project funds such as described in Section A.i above. When submitting County TIPs to SCAG, each CTC and IVAG is required to adopt a financial resolution which certifies that it has the resources to fund the projects in the TIP and affirms its commitment to implement all projects. The financial resolution is approved by each policy board in publicly noticed meetings open to the general public.

#### iv. SCAG RTIP Development

SCAG develops the RTIP for the six-county region based on the County TIPs prepared and submitted by the CTCs and IVAG described above in Section iii. The Draft SCAG RTIP is noted for a 30-day public review, and a public hearing is held at the SCAG office. Notices of the public hearings are placed in the major newspapers throughout the SCAG region. SCAG conducts additional public outreach efforts through the placement of public notices in minority newspapers such as, but not limited to, the Los Angeles Sentinel, La Opinion, El Chicano Newspaper, the Chinese Daily News, and the Korea Times. The Draft SCAG RTIP documents are made available for review and comment by stakeholders, interested parties and the general public through the SCAG internet website at <http://www.scag.ca.gov/rtip> and at public libraries throughout the six-county region prior to the public hearing.

In addition to the public hearing held at the SCAG office, SCAG committees and working groups also review and discuss draft RTIPs. These SCAG groups include the Regional Transportation Agencies' Coalition (RTAC), the Transportation and Communications Committee (TCC), the Transportation Conformity Working Group (TCWG), the Energy and Environment Committee (EEC) and the Chief Executive Officers' Committee. The SCAG Regional Council takes final action when they review and adopt the RTIP as part of a public meeting.

#### v. SCAG RTIP Updates

The RTIP is amended several times a year. This process is similar to developing the formal RTIP. Proposed amendments to the adopted RTIP are submitted by the CTCs and IVAG to SCAG. After SCAG has completed its analyses of the proposed change(s) to the RTIP ensuring consistency with the various programming rules and regulations, SCAG electronically posts the proposed change(s) for public review and comment on the SCAG website at <http://www.scag.ca.gov/rtip>. In addition to posting the amendment information on the web, a notice is sent to the Transportation Conformity Working Group as part of the RTIP amendment public review process.

## B. Schematic of the Public Participation Process

The following schematic helps to illustrate when stakeholders, interested parties and the general public have the opportunity to review and comment during the RTIP programming development process described above in Section A.

### SCAG RTIP Public Participation Process

#### Public Review & Comment

Development of project lists requiring funding are commonly adopted by public boards in meetings open to the general public.

The allocation of funds to projects commonly occurs by policy boards in publicly noticed meetings open to the general public.

CTCs & IVAG policy boards adopt RTIP financial resolutions. Noticed public hearing is held at the SCAG office to take public input on RTIP document.

Proposed amendments to the RTIP are posted to the SCAG website 15 days prior to transmittal to State and Federal agencies for approval.

SCAG's website: [www.scag.ca.gov](http://www.scag.ca.gov)

#### TIP Development Process

##### Project Identification

Projects are identified based on needs and placed on capital improvement programs or other lists awaiting funds.

##### Project Funding

Projects receiving state and federal funds and/or approvals and local projects determined regionally significant are identified for programming in County TIPs and the SCAG RTIP

##### County TIPs & SCAG RTIP Development

Projects are first programmed in County TIPs and then submitted to SCAG for inclusion in the SCAG RTIP.

##### RTIP Updates

SCAG processes amendments to the RTIP based on changes requested by the CTCs and IVAG.

### C. Other RTIP Public Participation strategies, procedures and techniques

#### Enhance Website Capabilities:

- ◆ Utilize SCAG's web site to provide information, announce draft and final program releases, encourage feedback and comments from the public, make draft and final programs and corresponding documents available, provide contact information, inform of upcoming events and meetings, post meeting agendas and minutes
- ◆ Ensure that the information available is timely, easy-to-understand and accessible and that the website is compliant with the 1990 Americans with Disabilities Act.

#### Update Contact Databases and Advisory Groups:

- ◆ Review and update mailing lists for outreach efforts.
- ◆ Expand contact databases to include all Interested Parties identified in the Plan.

#### Coordinate Outreach Efforts with other Stakeholder Organizations:

- ◆ Support interagency coordination by continuing to participate in the monthly Transportation Conformity Working Group.
- ◆ Mail Notice of Draft RTIP availability to the stakeholders at the local, state and federal level to solicit their comment and input to the final RTIP. Ensure that the public comment period is at least 30 days for the program.
- ◆ Participate in regular meetings with the county transportation commissions/IVAG in the coordination of the draft and final RTIP.

#### Conduct Public Hearing:

- ◆ Announce public hearings in printed materials, on SCAG's website, and in local newspapers.
- ◆ Hold any public meetings at convenient and accessible locations and times.
- ◆ Conduct at least two public hearings on the draft RTIP. Schedule at least one public hearing at the SCAG offices in Los Angeles.
- ◆ Where possible make public hearings available via video or teleconference.
- ◆ Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences.

#### Maintain a Log of Outreach Efforts:

- ◆ Maintain a log of all agency-wide outreach presentations within CMS. Such a log already exists and will be augmented as needed to ensure sufficient documentation.
- ◆ Review and consider all public comments in the regional transportation planning process.
- ◆ Record, track and maintain a log of comments and SCAG's response to the comments within the Communication Management Software System (CMS).
- ◆ Respond to all comments received in a timely manner.

#### D. Annual Listing of Projects

SAFETEA-LU requires the production of this annual listing with the cooperation of Caltrans and the public transportation operators throughout the SCAG region. Additionally, SAFETEA-LU also requires an additional list which identifies all bicycle/pedestrian projects for which Federal funds were obligated in the preceding year. The listing is available on SCAG's website.

The county commissions and IVAG working with the project sponsors within their respective county update project obligations for projects in their county through use of the SCAG RTIP database. SCAG then produces an annual listing of projects utilizing the SCAG RTIP database. In addition, Caltrans produces obligation reports for the MPOs which SCAG also makes available on its website as supplemental information.

#### E. RTIP Amendments

For the RTIP, SAFETEA-LU has provided two definitions of amendments. The following is a summary of the different types of amendments identified by SCAG and FHWA for the RTIP and the public participation requirements for each amendment type.

##### Category 1. Administrative Amendment (Administrative Modification)

An administrative amendment, or administrative modification as defined under SAFETEA-LU, includes minor changes to project cost, schedule, scope, or funding sources. Please see the Procedures for Federal Statewide Transportation Program (FSTIP) Modifications for a complete definition of administrative modifications.

Category 2. Formal Amendment – Changes that do not impact the existing conformity determination.



The category of formal amendments may include project cost changes that are greater than 20% of the total project cost or \$2 million, whichever is higher. This amendment may also include adding or deleting projects that are exempt from regional emission analyses.

**Category 3. Formal Amendment – Relying on the existing Conformity Determination.**

This amendment may include adding a project or a project phase to the program. This amendment category consists of projects that are modeled and are included in the regional emissions analysis.

**Category 4. Formal Amendment – New Conformity Determination.**

This amendment may include adding or deleting projects that are not currently included in the regional emissions analysis nor part of the existing conformity determination. This amendment may involve adding or deleting projects that must be modeled for their air quality impacts: significantly changing the design concept, scope; or schedule of an existing project.

SCAG in consultation, coordination and collaboration with its stakeholders, partners, and interested parties have agreed that the above amendments will be circulated as prescribed in the following table:

Public Hearing - Public Review & Comment Period Requirement

Amendment Category	Public Hearing Requirement	Public Review Period # of Days
Category 1. Administrative	n/a	n/a
Category 2. Formal - Changes that do not impact the existing conformity determination	No	15
Category 3. Formal - Relying on existing conformity determination	No	15
Category 4. Formal – Requires a new conformity determination	Yes	30

## SECTION 4. OVERALL WORK PROGRAM

Funding for SCAG's metropolitan planning activities are documented in an annual Overall Work Program (OWP) (also known as a Unified Planning Work Program), pursuant to federal requirements, 23 CFR 450.308(b)-(c), and Caltrans guidance.

The OWP is developed each fiscal year, and details the agency's planning and budgetary priorities for the following fiscal year. SCAG's federal and state funding partners (FHWA, FTA and Caltrans) must approve SCAG's OWP each year before it takes effect.

The following describes SCAG's strategies, procedures and techniques with respect to public participation on the OWP.

### Adopt OWP Preparation Schedule and Work Programs Outcomes: (September-October).

- ◆ Regional Council adopts the OWP preparation schedule and work program outcomes for the coming fiscal year.

### Develop Project Ranking and Selection Criteria: (November-February).

- ◆ SCAG develops project ranking and selection criteria and communicates to the subregional coordinators (representing 14 geographic areas within the SCAG region), resulting in the development of a preliminary work program.

### Conduct Multiple Review Sessions: (November-February).

- ◆ SCAG consults with subregional coordinators resulting in the development of a preliminary work program.

### Hold Monthly Meetings with Subregional Coordinators: (February-May).

- ◆ Hold monthly meetings with the subregional coordinators throughout the OWP development stages to keep them apprised of processes, solicit their feedback and address their questions and/or concerns.

### Conduct a Budget Workshop: (February).

- ◆ SCAG staff conducts a Budget Workshop for the Regional Council and members of the public.

Distribute Draft OWP: (March).

- ◆ The Regional Council approves the Comprehensive Budget which includes the draft OWP. The draft OWP is distributed to all Regional Council members and the Regional Council approves the release of the document for a 30-day public comment and review period. The draft OWP is also placed on SCAG's website.

Distribute the Draft OWP for Public Comments: (March).

- ◆ Mail letters to over 300 City Planners, Planning Directors and other Planning representatives within the SCAG region, including subregional coordinators, CTCs and transit operators, and encourage their feedback on the draft OWP. Notify them of the availability of the draft document on SCAG's website.

Review and Consider Comments Received in the Final OWP Deliberations: (April).

- ◆ Review and consider all public comments in the OWP planning process.
- ◆ Record, track and maintain a log of comments and SCAG's response to the comments.

Adopt the Final Comprehensive Budget and Resolution Authorizing the Submittal to Funding Partners: (May).

- ◆ The Regional Council adopts the Final Comprehensive Budget and Resolution authorizing the submittal of the Final OWP to Caltrans and other funding agencies as necessary for approval. Caltrans must submit the recommended Final OWP to FHWA/FTA by June 1 of each year.

## **APPENDIX “B”**

### **SUMMARY OF ONLINE PUBLIC PARTICIPATION SURVEY RESULTS AND IMPACT ON RTP AND RTIP OUTREACH**

#### **Background**

In conjunction with the development of the Public Participation Plan Amendment No. 1 regarding the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP), staff conducted an online survey asking for input on how to improve participation as well as sharing information, including meeting notification and other related issues. The survey consisted of 15 questions and was available on the web for 21 days, from June 18, 2007 through July 8, 2007. The survey was posted on SCAG’s website as well as distributed via email to 3,600 existing contacts with email addresses in SCAG’s contact database. The email also encouraged survey respondents to forward it on to others who might have an interest in it. In total, 376 surveys were completed.

#### **Survey Respondents**

The survey was not a random scientific sample, but more of an informal poll of existing contacts to SCAG. The majority (50%) of those who took the survey identified themselves as government agency staff. The second highest percentage (14%) identified themselves as concerned individuals. The remainder was then evenly divided among the categories of: elected official, community group member, other, and business person, all at around 8 percentage points for each category. The smallest group was for those identifying themselves as an environmental group member or staff, which was around 2%. Geographically speaking, the majority (55%) of survey respondents were from Los Angeles County. The remainder of the respondents were broken down as follows: 18% from Orange County, 8% from San Bernardino County, 7% from outside the SCAG region, 5% from Riverside County, 5% from Ventura County and 1% from Imperial County.

#### **Summary of Results**

The first question asked respondents to rate their highest transportation interests and priorities, the top three responses in order were: Reducing Congestion on Roadways, Addressing Funding and Financing Transportation Infrastructures, and Improving Public Transit (Bus and Rail Services).

In the second question, “What draws you to a SCAG meeting?”, 68% answered if the meeting was at an accessible location and time, followed by 39% who responded if the meeting directly related to their work. This question also had a write-in response, which received 41 comments. Several comments included statements such as: “more panel discussions that help debate options,” “good

meeting notification,” and “knowing that if I take the time, my suggestions will be responded to and my questions will be answered. “

The third question, “Why else would you want to attend a meeting or event on transportation issues?”, had only a write-in option, in which 189 comments were made.

After going through the written comments, two categories stood out as common reasons, 22% cited they would attend a meeting to learn and keep current on regional, local and transportation trends as well as a general interest in planning issues. The second highest response (16%) would attend meetings to ask questions, provide input that would be taken into consideration, and make a difference.

Another question asked about preferences regarding distribution of complex material. The majority (44%) responded with a preference for a live presentation with corresponding handouts, with the second highest response (33%) preferring information online for review in advance.

Because it was an online survey, those who completed it showed a preference for receiving their material electronically. Other than a meeting, a venue or forum, 43% selected web survey as the next preferred method followed by 40% who cited email comments. When asked, “What is the best way to share information with you?”, 69% selected email notification.

When asked, “Do you feel that SCAG has provided reasonable public access to technical and policy information used in development of the Plans and TIPS?”, 69% reported that they were satisfied or somewhat satisfied while 20% reported that they were not satisfied. The question also contained a write-in option that 12% opted for, in which three- quarters of the group stated that they did not know enough about SCAG to answer the question.

When asked, “How satisfied are you with SCAG’s efforts to solicit public participation?”, the majority (39%) answered that they were indifferent, with 31% satisfied, and 15% dissatisfied.

The last question stated, “If interested, please provide any additional comments in the box below.” A total of 42 written responses were received. A few of the comments challenged SCAG to “provide the level of education that the Compass process did, so participants have a good understanding of the challenges before they are asked to make choices.” Another comment captured the same sentiment but in a different way, “it is so rare to find a concerned individual with ready access to sufficient information in advance to provide meaningful input on the complete regional issues in which SCAG is involved. This is an issue that a

successful subregional process could help to address, but at present it is not happening in most parts of the region.”

#### **Impact on RTP/RTIP Outreach strategy**

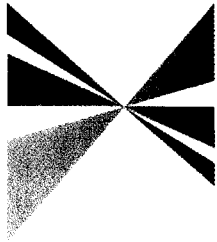
One of the first impacts on RTP and RTIP outreach efforts is that 183 people requested to be added to the outreach contact list. This growing contact list will be used for RTP workshop notification, RTP status updates and other correspondence related to the RTP via email.

Survey respondents indicated that they preferred materials in advance of presentations, as well as corresponding handouts to follow along with during the presentation. As a direct result of that input, SCAG will post RTP Powerpoint presentations on SCAG’s website and let the meeting coordinator know in advance so that, when possible, they can notify meeting members of its availability for viewing and downloading. RTP outreach presenters, when possible, will also be distributing hard copies of the Powerpoint presentations for audience members to follow along.

In response to many comments received on the preference for an online survey format, a RTP outreach survey has been created. RTP outreach presenters, when appropriate, will include a slide in their presentation that cites the online RTP survey and how it can be accessed on SCAG’s web site. Survey respondents indicated that they wanted more time for discussion and debate of the issues. Acknowledging that it is a tremendous challenge to convey all the necessary information for an educated debate, SCAG staff is working to shorten outreach Powerpoint presentations to allow for more discussion amongst audience members. However, this must be weighed against a number of other comments received encouraging SCAG to play a larger role in bringing regional issues to the forefront of the public’s mind, and suggesting that SCAG take more of an active role as an educator.

In response to concerns about how public comments that are made will be handled and whether they will have any impact on the RTP and the RTIP, staff will include all formal comments and SCAG’s response to those comments in the appendix of the Final Draft of the RTP. In addition, staff will post a summary of all comments received and SCAG’s response to those comments on the RTP and RTIP on SCAG’s web site as well as the monthly electronic RTP progress reports to the RTP outreach contact list and other interested parties.

To view other actions taken in response to comments received, please view the matrix in Appendix C that details the comments received on the Public Participation Plan and the Public Participation Plan Amendment No. 1 and SCAG’s response to those comments.



# **SOUTHERN CALIFORNIA ASSOCIATION of GOVERNMENTS**

## **Public Participation Detailed Online Survey Results**

In conjunction with the development of the Public Participation Plan amendment regarding the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP), staff conducted an online survey asking for input on how to improve participation as well as sharing information, including meeting notification and other related issues. The survey consisted of 15 questions and was available on the web for 21 days, from June 18, 2007 through July 8, 2007. The survey was posted on SCAG's website as well as distributed via email to all existing contacts with email addresses in SCAG's contact database, the email encouraged survey respondents to forward it on to others who might have an interest in it. A total of 376 surveys were completed. The following is the detailed results of the survey, which includes open-ended comments.

Survey results will be considered in deliberations of the final Public Participation Plan Amendment No. 1, scheduled to go before the Regional Council on October 4, 2007.

**Question 1: Transportation is an important issue concerning Southern California residents. In order to improve SCAG's public participation efforts, we would like to know your transportation interests and priorities. Please rank from 10 being your highest interest and concern, to 1 being the lowest.**

Answer options	1	2	3	4	5	6	7	8	9	10	Rating Average	Response Count	
Improving Public Transit (Bus and Rail) Services	11	21	22	29	39	35	35	41	42	40	6.32	315	
Reducing congestion on roadways	20	11	18	17	20	14	26	42	48	106	7.32	322	
Improving pavement quality and eliminating potholes	41	37	38	33	30	48	38	24	20	17	4.93	326	
Addressing transportation's impact on the environment	19	25	25	30	33	45	40	34	39	29	5.93	319	
Improving walking and bicycling conditions	37	36	31	50	26	25	32	28	32	20	5.1	317	
Addressing issues of airport access and community impacts	38	54	61	36	29	25	26	30	20	5	4.38	324	
Addressing issues related to freight and goods movement (port activities, trucking, railroads, etc.)	19	31	37	21	38	41	41	44	33	24	5.74	329	
Addressing feasibility of High Speed Rail	78	35	29	32	32	23	29	24	17	26	4.52	325	
Addressing funding and financing transportation infrastructures	10	17	20	23	34	26	40	35	55	56	6.76	316	
Improving the integration of land use and transportation decision-making	13	16	20	34	45	42	32	45	32	35	6.18	314	
Other (please specify)												49	
												<b>answered question</b>	<b>373</b>
												<b>skipped question</b>	<b>17</b>
<b>Other (please specify)</b>													
1	10 Gold Line extension to Montclair												
2	Note: your number 10 automatically cancels other 10's												
3	In the early 90's the LACTC (now MTA) had a master plan for a multi modal transportation plan for the county. This needs to be resurfaced in light of today's problems.												
4	Advocate for an integrative approach to regional planning using an urban ecology framework.												
5	Please look into the MAG LEV research that has been done at CA State University, Long Beach. The project, ECCO offers innovative and healthy solutions for many of these problems.												
6	Freeways which Cal Trans eliminates, i.e. #2 dead end on Glendale Blvd. and resulting out-of-LA traffic on adjacent streets and neighborhoods.												
7	Traffic in West Los Angeles & widening/improving Interstate 5 from Downtown Los Angeles through Buena Park!												
8	Reach ethnic non-English community												
9	Addressing the almost non-existent rail service from the eastern end of the San Gabriel Valley and the Inland Empire to Orange County.												
10	RTIP process												



11	I don't have any others; however, I wanted to check 9 or 10 on several of the items above. I want the region to concentrate on rail. Adding freeway lanes does not take people off the roads. Additional lanes fill up as soon as they are built; the only way to relieve road congestion in the Southland is to concentrate on rail. Buses have been added; however, buses are not the answer because they take too long and they add to congestion.
12	As a participant in a number of transportation Task Forces, I must express disappointment at the way elected officials on the various task forces guide the processes to satisfy their own personal agendas, rather than displaying regional concern and prioritizing projects to actually deal with bettering transportation. I believe that SCAG Staff does an excellent job of gathering insightful data, but they are forced by elected agendas to present only that data that will further agendas or produce plans that conform to the desires of elected Task Force Members or insure that the data presented will guide Task Forces to conclusions desired by the participating elected officials. SCAG's role in preparing and presenting information relative to air commerce appears to have been instrumental in supporting the highly constrained volume used in guiding the LAX Master Plan.
13	Comment: "Addressing issues" is pretty vague and could include things I would not want.
14	Addressing construction of airport connectors via MagLev-Transrapid
15	Emphasize policies and requirements for telecommuting and compacted work schedules/flex time (9/80, 4/10, 3/12, etc). These types of policies will greatly assist in reducing congestion. Telecommuting, working out of home should be greatly encouraged, rewarded and required of companies of over a determined number of employees.
16	Create "inter-subregional" subcommittees for better cooperation regarding multi-region transportation improvements and projects.
17	In that this office does not have a Southern California location, it does not seem appropriate to respond to these questions.
18	Plan for an automobile's future.
19	Airport/rail integration to speed up passenger movement and increase airport capacity
20	Your buttons are not functioning. If you click on more than one time on any number, it erases the first entry. I cannot fill out the questionnaire at this point.
21	I think we need to design a HOV lane for carpoolers of more than 3. As it does take extra effort and coordination on a daily basis to be flexible with the carpool. We should have a reciprocating added benefit.
22	Public Education & Social Marketing on transportation issues including trip reduction, public transit, & safe driving practices. Also, more focus on employer transportation programs, rideshare programs & commuter benefits programs to reduce congestion & pollution.
23	Because improve the environment to encourage walking and bicycling will have a positive impact on the health of southern California that should be of high priority. It will improve the health, the environment, and congestion (indirectly).
24	Traffic Control and Safety - protecting the public from themselves
25	monorails
26	Balancing neighborhood concerns over transportation project impacts with regional mobility goals. At present, neighborhood concerns end up trumping regional goals in too many cases.
27	I am very interested in the extension of the Gold Line to Azusa and on to the Ontario Airport.
28	Addressing noise impacts to residential communities.
29	Paratransit
30	Avalon is on an island so many of the issues do not apply.
31	The categories you provide are obviously not exclusive. It would therefore be a mistake to interpret e.g. high priority of congestion relief as something different than supporting public transport - which obviously could go mutually together.
32	No Larger Trucks!
33	Regional solution for the use of the area airports.
34	Improving trash removal along roadways and Best Management Practices to keep debris out of waterways.
35	Planning for saving of existing trees and planting more

36	Mainstream ITS
37	Why can't several issues receive a 10 score in this survey? I rate funding and financing a 10, improving walking and biking a 10, integration of landuse and transp. a 10 and public transp. a 10
38	NOT MAG LEV FOR HIGH SPEED RAIL!!! LOOK AT WHAT HAS WORKED FOR YEARS IN EUROPE - WHEEL ON STEEL
39	Include the needs of low income residents for affordable transportation
40	Several of these were critical and interrelated. The environment needs to be considered whatever is done, the commitment to improving current infrastructure, pavement quality, eliminating potholes is an ongoing issue. This makes the rating system disingenuous.
41	Finding out who at SCAG makes the population estimates that drive the call for more highways and thereby allows the population increase to occur. If the housing isn't there, the people won't come.
42	Please consider High Speed Ground Transportation as the correct descriptor. Do not mention the word RAIL anymore. Rail is not the technology to continue flubbing around with for City futures. Transportation requires energy WHAT KIND????????????????? Electricity is created by many things. This needs serious consideration.  Maglev is the answer IF the correct energy source is chosen.
43	Temecula must complete local roads and improve current conditions using local CHEAPER solutions before wasting excess tax dollars on expensive freeway improvements.
44	Better Regional Planning to reduce congestion.
45	Having decision makers be accountable for their actions (or lack of) when making transportation choices
46	There is something wrong with your form. I couldn't select priority for some questions. It just erases automatically.
47	No Highspeed Rail - substitute Maglev
48	Top priority -- improving the timing of lights on city streets. More could be done with less money in this area than in any of the other areas listed above. The system by which lights get timed and checked is fundamentally broken and the result is the gridlock we see.
49	Improving the education, especially for youth, about alternative forms of transportation and demand managements

**Question 2: SCAG has meetings to discuss transportation, community development and environmental issues as well as other related planning topics with stakeholders, or to ask input from the public. What would encourage you to attend meetings? Please choose two.**

answer options	Response Percent	Response Count
Directly relates to your work	39.25%	146
Availability of meeting agenda and materials prior to the meeting	33.87%	126
Meeting is addressing transportation funding issues	16.94%	63
Interesting meeting topics	31.18%	116
Meeting co-sponsored by a familiar local group or entity	12.37%	46
Meeting provisions (e.g. transit reimbursement or parking validation, childcare, food, etc)	5.91%	22
Accessible meeting location and time	68.28%	254
Interested in knowing what is happening at SCAG	6.72%	25

With advance notice a translator is available and meeting materials are available in other languages	0.27%	1
Other (please specify)	11.02%	41
<b>answered question</b>		<b>372</b>
<b>skipped question</b>		<b>18</b>
<b>Other (please specify)</b>		
1	Have meeting agenda on-line.	
2	It needs to be results oriented and not just another study.	
3	Have it on the internet both live and a history of meetings. Use e-mail noticing of pending meetings and agenda items.	
4	I never know of these meetings.	
5	Central location with convenient parking near facility or public transportation coming and going.	
6	Reach ethnic grassroots community organizations	
7	RTIP process	
8	I don't attend your meetings because other members of my organization do. Then, they report to us about what you are doing. However, I do keep up with your website and issues.	
9	Knowing that participation and the presentation of factual data has some bearing on the deliberations and outcomes of Task Force planning meetings.	
10	More panel discussions that help debate options.	
11	Do not live close enough to attend	
12	We need more informative flyers on current incentives for ridesharing. It seems the only one I am aware of is \$15.00 annual Starbucks gift card.	
13	Hard to attend meetings, but would LOVE opportunities to provide INPUT via surveys and being kept informed through e-mails	
14	Availability of readily-understood background information on issues to be addressed, well in advance of the meeting.	
15	Knowledge that the meeting is happening	
16	Virtual meetings so I don't have to travel to get to the meeting.	
17	Knowledge in advance of the existence of meeting. Amongst the general public, SCAG is a mysterious entity not unlike the Tri-lateral commission or something.	
18	Widespread dissemination of calendar of events	
19	Internet based information regarding reports and materials at the meeting	
20	Because we are an island city time and location are critical so that a round trip can be made in one day	
21	Transparency on how my input will flow into the process of defining transportation priorities. Do I have to hope for some awake listeners, or will my comments go into a protocol and someone in the administration is actually required to take note of it?	
22	Rail vs. Truck Transportation	
23	Specific goals/outcomes of meetings identified. Purpose and actual action contemplated as a result.	

24	Hard to imagine that I'd go. Southern Calif. planning is a sport for insiders. I'm not an insider, and don't have the ability to leave my life behind to devote myself to meetings about urban planning. The only people who can afford this are the left-wing nuts who have no lives. Sorry.
25	Good notification of meeting schedules!
26	Almost all of the above.
27	Use Webinar meeting format
28	To assure that public input makes a difference -
29	Transit accessible locale.
30	Knowing that if I take the time, my suggestions will be responded to and my questions will be answered.
31	Newspaper article in LA Times or local papers.
32	Meetings should be held for a purpose. Therefore, an evaluation method for instant voting by attendees should be available --- instantly when the meeting comes to an end. How does one judge the decisions emanating from the meeting? Does the meeting advance the purpose?
33	If Participation is actually valued and acted upon
34	Refreshments.
35	More public outreach
36	The announcements never get to me, or get to me very late!
37	Topics directly related to my work, funding and programming of projects
38	As an addition: in order to know whether the agenda relates to my work or is interesting, I would need to know the topics in advance (second choice).
39	Meetings tend to be dominated by a few vocal people who have unique agendas. Better management so all voices are heard and so agenda items are dealt with swiftly would go a long way toward making them more appealing.
40	I have attended regional transportation meetings over the years.....but I'm not willing to drive an hour to do so. Accessibility is the key.
41	Ability to watch meeting remotely.

**Question 3: Why else would you want to attend a meeting or event on transportation issues? Please describe.**

answer options	Response Count
<i>answered question</i>	189
<i>skipped question</i>	201
<b>Respondents</b>	
1	Information on how it directly affects Monrovia and surrounding cities
2	To better represent my constituency as a City Councilmember
3	If subject has direct relationship to quality of life in our community.
4	If I thought my input might actually impact decision makers. {I used to regularly attend a lot of transportation meetings every month}
5	I think this is the most important issue for the citizens of Los Angeles County.

6	In the hopes of seeing an actually participatory and stakeholder-based decision making process emerge at SCAG. (You're way too top-heavy in your decision processes.)
7	To see if I could address some issues - make suggestions
8	Meeting location and time.
9	Personalize it so that it relates to me. A proposal for widening the 405 has recently generated great interest because it could have a direct relationship to someone's home. How can we connect with real, to be affected, people?
10	Airport or Aviation Related
11	To learn more about the interrelationship of SCAG's role with that of MTA.
12	To see how transportation issues in new development areas outside the City limits can be addressed to minimize traffic impacts on our City.
13	Improving the goods movement from ports and ports of entry along the Border Mexico/US
14	We have to work together to address the enormous social and financial costs of congestion.
15	Update on efforts by SCAG on solving/mitigating regional highway/freeway congestion.
16	To provide my thoughts and opinions and hear plans for the future.
17	To make sure SCAG does not establish programs unacceptable to local government.
18	It's a personal interest.
19	When it directly impacts my community.
20	To obtain pertinent information on how to develop better transportation plan.
21	Ability to result in an improvement to my commute
22	To be a part of the decision making process.
23	Availability of funding
24	Availability of meeting agenda and materials (I can only check two above, but this would be my third most important factor).
25	Discussion of air quality issues
26	Demonstration projects
27	A focus on dealing with real world issues that incorporates all of the stakeholders in the discussions to discuss pragmatic solutions.
28	To know what the future brings.
29	To know the type of problems/hurdles other cities/counties deal with and learn from them.
30	If attendance would make a difference: direct input or contact with decision makers (not staff).
31	See other in #1 above.
32	PROFESSIONAL INTEREST
33	Learn about funding opportunities and opportunities to link improvements on a regional basis.
34	Work with seniors and transportation is an issue of concern for them.
35	If it were very clear that the input of the participants would be taken very seriously. The format of the meeting would need to encourage real deliberation as one indicator of this level of seriousness.
36	Issue pertaining to our specific region
37	Issues in San Diego and Imperial Counties

38	Actually have an impact, rather than a public participation process that exists only so that it can be said that there was one.
39	Discuss a Multimodal System to reduce congestion and dedicated truck Routes
40	Availability of meeting agenda and materials prior to the meeting
41	Because I am sick of the traffic!
42	If the input and outcome of the meeting made a difference in policy or issue management
43	Impact on the disabled.
44	Topics such as new or amended statutes relating to transportation and affecting Cities. CMP training, RTP incorporation with Housing Element.
45	N/A
46	Learn how other agencies face similar challenges
47	That decision makers are in attendance.
48	If the issues impact my life quality and improve the transportation within the Southern California.
49	I go to meetings about transportation issues other than SCAG (see answer above) such as the CA High Speed Rail Authority. Last week, I attended the annual International Air Rail Organization in LA.
50	To be better informed so as to develop strategies to help influence planners to accommodate the realities of transportation demand in the plans.
51	I would attend only if I thought that I could somehow have an effect on the outcome.
52	Availability of meeting agenda and materials prior to the meeting.
53	I would like to encourage SCAG choose some pilot low-income neighborhoods and do a thorough study of their needs, from adequate parking places at apt. complexes, to crossing busy intersections with more than two small children, to workplace and worktime issues, and experiment with vouchers, etc. to see how such a community could get its needs met most effectively.
54	To know that the meeting content will be object and with no spin. To know that the presenters are trustworthy. Citizens at large do not trust government.
55	Directly affecting my community
56	Tied to my local community and area's needs
57	Keep politicians honest!
58	See progress of interesting topics
59	I would only attend such meeting if it is necessary to get a project done. The government and officials should be able to get the projects on the books done without a lot of community input--many of the same projects are just repeated each year. There aren't that many new projects being proposed when the list of projects waiting for funding is huge. I don't think more meetings is the answer--action is the answer--make sure that obstacles are removed to getting projects built.
60	I would attend if SCAG demonstrates that it takes seriously the advancement of bus transportation. Bus systems should provide an alternative to single-occupant or carpool automobile transportation, in substantial volume. SCAG should actively promote the discussion and development of increased bus services throughout So Calif.
61	More panel discussions of varied viewpoints: e.g., is it better to spend money on maglev or other transportation modes or freeway improvement?
62	Interested in knowing what happens at SCAG
63	If it impacted what is the next future.

64	To ensure that the concerns and priorities of transportation professionals who are expected to design operate and maintain transportation infrastructure in a manner which gives optimum support to a safe, environmentally sensitive, efficient and economically sound practices are heard.
65	Forum in which agencies in a subregion could meet to discuss issues that cross agency boundaries.
66	Ultimately, transportation planning and management are significant quality of life and economic issues
67	Project management options.
68	I would attend if I could significantly influence decisions.
69	I have been ridesharing since 1990 and have only seen reduced incentives. It seems that the incentives are mainly for new riders. I think there should be extra incentives for tenured carpoolers/ridesharers to keep them motivated.
70	To review overall regional planning strategies
71	If it was tied into broader questions of regional quality of life and standard of living
72	To network with other industry professionals and policy makers.
73	I wouldn't know about online participation?
74	I work as a State Transportation Planner
75	Improving transportation infrastructure, especially connecting the Green Line to LAX, and the LAX Master Plan, are salient issues that affect us all.
76	Concern over impact of transportation on my community: congestion and delay, noise, air quality, etc.
77	To understand the county position on moving projects forward for funding and to initiate more serious implementation of projects recommended in the RTP.
78	To share success stories, help to brainstorm improvements, & be aware of the directions that SCAG is moving in for future planning.
79	Meetings or seminars on how to obtain funding for transportation and land use projects. Develop partnerships or consortiums to advance transit/land use projects.
80	SCAG has wonderful mission. However, at the local level, it is very ineffective.
81	I am concerned about the effects of transportation on the environment and look forward to SCAG taking a leading role in the development of a Maglev system.
82	Quality speakers
83	If SCAG was truly receptive to input, a meeting would be a 2-way street worth traveling. I would be seeking to both receive and to provide educated "input".
84	As it relates to my business
85	n/a
86	Ability to influence outcome.
87	The final outcome of the issue to be discussed has a direct bearing on the health, safety, welfare interests of the jurisdiction I work for.
88	Since I am in Sacramento, phone and/or video conference arrangements would help.
89	Water and coffee would be nice
90	Interested in public transportation research and innovation as well as opportunities to demonstrate the effectiveness and financial viability of new approaches.
91	Directly relates to community involvement
92	To understand how topics would relate to comprehensive planning issues such as housing and employment

93	If it were really important, i.e., not a waste of time listening to people sound off. If my contribution were needed for more than just another opinion.
94	Would like to know what the future has in store.
95	Interest in participating in regional solutions to traffic congestion and its impacts on goods movement.
96	If it addressed policy and not just planning.
97	Promote regional land use/transportation planning
98	If I believed that serious input was desired and not mere validation of decisions already arrived at.
99	Would weigh impact on us specifically Would probably have appropriate staff cover
100	When the project has begun. From inset, description of and pertinent findings of actions. Also, a list of other projects involving same project.
101	Directly relates to my job responsibilities.
102	Allow the audience / participants to interact, such as to give ranked preferences for alternative transportation strategies (having some estimate of effects of each).
103	Transportation is an issue that affects every person in this region. Need to know the who, what, where, when and how!
104	To discuss leveling the playing field with all carriers. Union and non-union a like
105	Update on issues, policies, programs
106	If there was direct implication to the availability of funding for open space and park acquisition and development.
107	Funding for improved ferry terminal facilities on the island
108	Because transportation planning in LA has been either inexistent, incomplete, or just simply incompetent. There is a transportation crisis and the big problem is that everything has been planned around the car. So I guess my motivation would be to point out that the car failed us badly when it comes to move millions of people within one city where we also are supposed to live in, besides commuting for hours.
109	Interest in furthering transportation alternatives - walk, bike, transit. Changes to the built environment to favor non-car transportation.
110	Keep the presentations short and concise, quick debate and move on to the next topic.
111	Highway safety
112	The great need to address cycling and pedestrian issues.
113	If I knew that public input would be substantively integrated into the RTP/RTIP, if it was made clear the role this would play and if there were opportunities for me to see the results of public input.
114	I live near LAX and anything that address the issue of traffic to and from LAX is important - especially if you are stressing public transit (which I am a strong advocate for)
115	I live in a community that is heavily impacted by airport traffic both in our streets and over our heads.
116	Regional funding issues



117	If I think something specific is being done
118	<p>Good guest speakers, experts and decision makers, so we can directly grill them about their dumb transportation policies that got us in the current mess.</p> <p>Get Doug Failing, Rick Thorpe, city councilmen, county supervisors, MTA board members, etc.</p>
119	To make sure that community/grassroots participation and partnership is a critical piece of planning transportation initiatives.
120	To be abreast in transportation issues involving certain areas and how they could possibly affect the community
121	Question is unclear.
122	When decision-makers will be present.
123	Understand and gain knowledge on changes that will affect my community and jurisdiction.
124	coordinating bike lane routes and transit
125	To discuss a project that directly impacted my commute or neighborhood.
126	Because it pertains to my neighborhood - Westchester
127	One of the most important planning issues affecting Southern California.
128	To hear about issues that impact the City I work for.
129	I am a transit rider, and I believe I have insights to using transit that many others, including SCAG, don't.
130	Only if input from me would be welcome.
131	To hear about planned development
132	To receive timely information on any and all funding possibilities for local transportation issues
133	Possibility to affect policy
134	To address local concerns and understand how solutions were being addressed on a regional level.
135	There are so many impacts on my daily life: from traffic congestion, increased costs of goods and services associated with all of the stupid programs being put forth without a comprehensive plan, and one more hand in my pocket for tax money that should already be there from other sources.
136	When related to my work.
137	Transportation is of vital importance to my constituents.
138	If I were selected to participate as a member of a focus group discussion.
139	If I believed it would actually accomplish something and was not a waste of my time.
140	Freeway congestion is it a critical level as well as negative impact on the environment and surrounding communities. Need serious money allocated to alternative transportation like trains and light rail.
141	Relates to transportation in my local community.
142	To understand the immediate impact on the local level and to be made aware of the time constraints needed to complete these projects.
143	n/a
144	It directly impacts our quality of life and economy

145	Continuing interest from my responsibilities years ago through the League of Women Voters.
146	Integration with current education possibilities.
147	To ascertain what SCAG believes its role is on a particular issue.
148	Transportation security is an issue.
149	To discuss the relationship between transportation and affordable housing.
150	I would attend to learn about issues and or concerns affecting community.
151	Movement from process to implementation.  Assurance of information that is timely, easy to understand, accurate, and meaningful.
152	It would provide me with information necessary to do my job such as implementing state or federal regulations.
153	To provide input and facilitate dialogue.
154	I would want to hear from all the players.  Bus Riders, Train Riders, the Governor's office, Cal Trans people, County administrators, and finance people.
155	I am sick of sitting on the freeways and it seems to only be getting worse. Since it is difficult to move closer to work I would like to explore other options.
156	Same answer. People have a limited amount of time for such things, so your events have to create relevance in order to successfully compete with other demands on their time. Why should I come if it's just going to be another SCAG report that ends up on the shelf?
157	Transportation issues are crucial and set the stage for future livability in southern California
158	To encourage congestion pricing and the increases in prioritizing public transit development and use.
159	To resolve the political problems of future regional high speed transportation and existing ground transportation. How can one move forward into a transportation future when Northern and Southern California opposes one another as to what technology to choose? Rail or Maglev?
160	Seek action on completing dedicated roads that have not been completed yet and that would alleviate traffic jams as intended for.
161	Because of my on-going interest in this topic and possible solutions.
162	If the topic may have an impact on our community.
163	To help address congestion and other transportation and regional planning issues
164	Because of the importance transportation is to cities & counties.
165	A proposal affects me directly.
166	Our culture needs to properly identify the meaning and importance of different modes of transportation in our life and address what it would take to make some major changes in our current lifestyle.
167	To be sure funding is spent appropriately
168	If I could make a difference - I don't necessarily need to learn more, I would like to influence policy if I am going to spend my time in a meeting.
169	n/a

170	Directly relates to my community
171	SCAG needs to educate local agencies officials and their staff about real issues in transportation and Air Quality. SCAG should play its roll as a "Technical Agency" not a political one.
172	Learn more detail that could help my jurisdiction
173	I'm interested in transportation as a citizen, plus I work for the state DOT & am interested for my work.
174	Has an impact on my neighborhood.
175	?
176	If it would have direct impact on the decision-making -- ideally, therefore, attended by all level of decision-maker in Southern California.
177	When it involves taking of private property.
178	Improvement of services, in all aspects.
179	Addressing important legislature relating to transportation issues.
180	Discussions or presentations dealing with innovative or progressive community minded strategies/alternatives
181	If it will directly effect my transportation patterns.
182	If the meeting were considering local and/or regional transportation planning issues, funding etc.
183	Regionally significant topics
184	Because SCAG might actually make something happen, which it has never done. It does plans, boasts about its plans, and accomplishes nothing.
185	Legislative changes affecting public transit in its many forms.
186	To encourage use of more varied transportation option acceptance
187	If issue(s) applies to my work, I want to know everything I could about the subject, issues involved
188	Meeting during non-peak commute hours, to facilitate travel.
189	NA

**Question 4: When do you prefer to attend a meeting? Please select one.**

answer options		Response Percent	Response Count
During business hours		65.49%	241
Evenings		25.27%	93
Weekends		5.98%	22
Other (please specify)		3.26%	12
answered question			368
skipped question			22
Other (please specify)			
1	Weekends and Lunch options. Weekends and Lunch options allow for people to take MetroLink and the Red-Line to meetings!		
2	Around lunch time to avoid the AM and PM peak hour traffic, if at SCAG offices in LA. If near where I work, in Orange County, business hours would be fine.		
3	I am flexible.		

4	During business hours, but not before 10:00 a.m.
5	Downtown Los Angeles
6	Mornings
7	Make it central to a subway station, which is the only way to cut through rush hour traffic.
8	Doesn't make a difference.
9	I would like to attend on weekends and weekday evening.
10	During business hours and evenings if possible.
11	Evenings would have to be within 15 mi. of home. Weekend could be 21 to 40 mi.
12	flexible and should be offered at various times for various work schedules

**Question 5: How far would you travel to attend a meeting? Please select one.**

answer options	Response Percent	Response Count
1 to 10 miles	31.61%	116
11 to 20 miles	35.42%	130
21 to 40 miles	10.63%	39
Over 40 miles	4.09%	15
As far as necessary if meeting integral to work	18.26%	67
answered question		367
skipped question		23

**Question 6: How do you prefer to have complex material presented to you? Please select one.**

answer options	Response Percent	Response Count
Information online for review in advance	32.79%	121
Live presentation with corresponding handouts for you to follow along with	44.99%	166
Map or Visual Aid	11.38%	42
Web or audiocast	6.50%	24
Other (please specify)	4.34%	16
answered question		369
skipped question		21
<b>Other (please specify)</b>		
1	Online pdf + powerpoint download	
2	Information in advance would be very helpful to facilitate better discussion.	
3	Powerpoints, and corresponding handouts.	
4	Live meeting with information available in advance; e-mail notification and web access is generally acceptable, but large color documents should be printed and distributed in hard copy.	
5	Live presentation with handouts if I attend.  But an email with accompanying visuals if I am not attending.	

6	A combination of advance information for review, maps and visual aid, panel discussions.
7	Combination: Maps and other info online
8	A combination of online review in advance, mapping, a presentation, pointed changes, problems and given corrections. Also ideas from public.
9	All of the above (i.e. your survey should have been set up for multiple options here)
10	All of the above - I especially like a live presentation with information on-line (items 1 and 3 above)
11	The question isn't asked properly. Why choose just one? Info should be available online for review in advance, and then there should be a live presentation with plenty of time for Q&A.
12	Email or web info is OK
13	I'm not interested in having a boring PowerPoint read to me, but would like to see a combination of live presentation and maps or visual aids.
14	any of the above as appropriate to subject material and issues under consideration...DISCUSSION and open forum should be included for the public
15	All of the above
16	Complex materials can be provided through all of these options, and I've used maps, live presentations and handouts, and maps, and on-line studies to do research for our local community. For example, the availability of the 101 study on line was a great help.

**Question 7: Other than a meeting, what venue or forum would you most likely use to express your views? Please select one.**

answer options		Response Percent	Response Count
Web Survey		42.74%	156
Mail Survey		4.11%	15
Email comments		40.27%	147
Letter		6.85%	25
Blog		2.74%	10
Other (please specify)		3.29%	12
<b>answered question</b>			<b>365</b>
<b>skipped question</b>			<b>25</b>
<b>Other (please specify)</b>			
1	I would prefer an e-mail comment, except that in my experience, SCAG is not very good at taking account of comments from outside the internal decision process.		
2	Presentations at City Council Meetings.		
3	Open to all formats that are useful.		
4	Slideshow presentation		
5	The Compass workshops are, by far, the best forum SCAG has presented to engage the public collaboratively		

6	Look, I feel that I have been disenfranchised. I live in Santa Monica and am not a left-wing nut nor am I an insider who spends hours and hours thinking about urban planning. I just live here, am just a businessman, and feel I have no representation that speaks for me. Frankly, if you planners had to compete in the real world, you'd go the way of the LA Times - down.
7	Again, there is no reason why SCAG can't use multiple methods. I prefer blogs, web survey, and e-mail comments, but most importantly I will choose the method the guarantees me a response.
8	Email if one gets a very short response.
9	again all the above are applicable depending on the issue or material to be presented
10	Phone interview
11	Prefer meetings
12	My views are best expressed quietly. Blogs, emails, and surveys don't allow anyone to be nuanced.

**Question 8: What is the best way to notify you about a meeting? Please rate each item below from extremely poor to excellent.**

answer options	Extremely Poor	Poor	Average	Good	Excellent	Rating Average	Response Count
Email notice	3	1	11	66	285	4.72	366
Postcard or letter	10	33	73	185	45	3.64	346
Ad in newspaper	193	87	47	12	2	1.66	341
SCAG eVision newsletter	28	100	116	75	20	2.88	339
SCAG's website	56	121	105	49	13	2.54	344
<b>answered question</b>							<b>370</b>
<b>skipped question</b>							<b>20</b>

**Question 9: SCAG would like to keep you informed of its work. What is the best way to share information with you? Please select one.**

answer options	Response Percent	Response Count
Email	69.27%	257
Regular mail	6.47%	24
Webcast or Audiocast of SCAG meetings	1.89%	7
Website	4.85%	18
SCAG's monthly emailed newsletter, eVision	14.02%	52
Other (please specify)	3.50%	13
<b>answered question</b>		<b>371</b>
<b>skipped question</b>		<b>19</b>
<b>Other (please specify)</b>		
1	Local newspapers.	
2	Email & Website	
3	Newsletters and E-mails are best.	

4	Pretty busy right now and I don't see the political will to fund transportation properly, so when there are some real political leaders that aren't afraid to lead, let me know. Otherwise, I'll pass.
5	If sent to my office, then "evision"; If to residence / personal mail address, then a postcard.
6	Email notice of availability on website.
7	Email is good, but information is often too long and too complicated to maintain my email interest. Concise summaries with additional info available on request might be useful.
8	email ONLY if it is infrequent
9	link to information embedded.
10	I'm already in information overload. I would appreciate a quarterly newsletter mailed to me.
11	through OCCOG TAC
12	email newsletter with events calendar + weblinks to related materials (planetizen seems to have a well functioning model)
13	Email, regular mail and newsletters in hard copy format or sent out on line through email are the preferable ways to be kept informed. Being required to go to a SCAG or other entity's website is a last resort, rather than a primary resource, for information.

**Question 10: Do you feel SCAG has provided reasonable public access to technical and policy information used in the development of Plans and TIPs? Please select one.**

answer options		Response Percent	Response Count
Yes		26.70%	98
No		19.89%	73
Somewhat		41.69%	153
Other (please specify)		11.72%	43
answered question			367
skipped question			23
<b>Other (please specify)</b>			
1	Don't know		
2	i just joined so i cannot comment on that at this time.		
3	Don't know		
4	Unsure, this is the first contact I've received from SCAG regarding Plans and TIPs.		
5	I so not have adequate information to answer this questions		
6	Undecided		
7	I sure access is reasonable but most people including those in small city organizations do not have the time. Also general public probably would not understand SCAG's role in this process.		
8	Somewhat - not all RHNA information has been readily accessible online.		
9	Don't know.		
10	SCAG doesn't contact me.		
11	Not sure		
12	Not previously involved		
13	Don't know.		
14	materials on Web site are incomplete, hard to find, or posted too late to be of use		

15	Depends on which public. This is great except for the digital divide issue.
16	This is a good start.
17	Not familiar enough with past practice
18	Don't know
19	Unless you are on the mailing list or visit the website you may have a better understanding. I think talking to staff persons provides better information and understanding.
20	Would like easier to navigate web site.
21	It doesn't hold enough outreach meeting designed for the public in general.
22	Assumptions are often not mentioned.
23	No opinion. This is the first time I have been notified of anything.
24	Not sure.
25	There is a lot of information on the SCAG website, but in terms of informing non-technical folks, it would be helpful if the key documents were distilled into a more accessible form with explanation of how they fit into the RTP and RTIP processes.
26	Don't know. I haven't seen any.
27	Never heard a word of it. But, give me a break: you don't want to hear what I think, and that's just obvious.
28	Only if people take the time to find the information. It is there, but it takes an effort on the part of people.
29	I have no information from which to judge.
30	This is the first time I have heard of your plans to inform the voting public of your work.
31	Don't have any idea!
32	I am not a local resident, so I really have no immediate interest.
33	I am not informed about this
34	I cannot comment now, I am new to this organization information today.
35	Don't have a clue. I've been in government all my life and I don't think I've ever seen a SCAG report. Certainly they never end up on the agenda of the electeds.
36	Don't know.
37	Not proactive organization. Most ordinary citizens have no idea who SCAG is.
38	Don't have enough experience to respond.
39	I don't know.
40	Who Knows!
41	Don't know
42	Not familiar
43	I don't know enough to provide an objective answer to this question.

**Question 11: How satisfied are you with SCAG's efforts to solicit public participation? Please select one.**

answer options	Response Percent	Response Count
Extremely Satisfied	3.55%	13
Satisfied	30.60%	112
Indifferent	38.80%	142
Dissatisfied	15.03%	55
Extremely Dissatisfied	4.37%	16
Other (please specify)	7.65%	28
<b>answered question</b>		<b>366</b>



skipped question		24
Other (please specify)		
1	No comment	
2	Again, I can't say. Although, I joined at the bike rally so there is outreach.	
3	Don't know	
4	Shrugged shoulders.	
5	Don't know.	
6	Public really has no clue what we are speaking about. It is completely full of jargon - be it a RHNA or a RHAM and if it is not immediately in their backyard will not respond to the meeting notice. SCAG is set up for the politicians, special interest groups and the bureaucrats rather than the local citizens.	
7	Not sure	
8	My satisfaction will ultimately be determined by what you do. If you demonstrate that you intend to engage in serious citizen participation with reasonable participation costs and reasonable benefits for participating, I will be extremely satisfied.	
9	Don't know.	
10	I am satisfied with the way in which SCAG solicits public input, but I am very much dissatisfied with the way in which elected officials making SCAG decisions ignore data in making their decisions.	
11	I really don't know the scope of it. I liked this method for myself.	
12	Was unaware that SCAG made any effort to include the public.	
13	Don't know	
14	No opinion.	
15	First Survey I've seen	
16	Don't know	
17	SCAG solicits from elected and other Policy maker Leadership. This isn't really "public" participation, so when "public" gets wind of some of the plans they wonder who in the world came up with them.	
18	Like you care.	
19	This is a really good start.	
20	I am unaware of SCAG's efforts and, therefore, am unqualified to answer	
21	I BELIEVE THE PUBLIC IS UNAWARE OF SCAG AND IT'S PROGRAM OBJECTIVES	
22	Don't know.	
23	Not really applicable.	
24	I am not informed	
25	I don't know what other methods have been used. What happens to those who do not have Internet access?	
26	I don't know.	
27	I'm encouraged by SCAG's outreach, and hope there will be more outreach efforts in the future.	
28	SCAG is useless.	

**Question 12: How would you identify yourself? Please select one.**

answer options		Response Percent	Response Count
Businessperson		7.84%	29
Concerned individual		14.32%	53
Elected official		8.65%	32
Environmental group member or staff		2.43%	9
Community group member or staff		8.38%	31
Government Agency staff		50.27%	186
Other (please specify)		8.11%	30
		<b>answered question</b>	<b>370</b>
		<b>skipped question</b>	<b>20</b>
	<b>Other (please specify)</b>		
1	Research planner		
2	CSULB educator		
3	Consultant		
4	Academic		
5	Media		
6	Consultant/concerned individual		
7	Terry L. Cooper, Ph.D. The Maria B. Crutcher Professor in Citizenship and Democratic Values School of Policy, Planning, and Development University of Southern California		
8	Transportation Planning/Engineering consultant		
9	I am a businessperson, but I am also engaged in issues of transportation through membership in the Transportation and Aviation Committees of the LA Chamber, I chair the Aviation and Transportation Committees of VICA and I am a VICA delegate to Future Posts. I am also a Member of the SCAG Aviation Task Force as well as the Transportation Finance Task Force, and I attend the SCAG ATAC.		
10	University professor		
11	Student		
12	California taxpayer		
13	Transportation research consultant		
14	Professor		
15	Educator		
16	Consultant		
17	Planning consultant		
18	University Professor		
19	Student. Formerly government official		
20	Professor		
21	GFWC California Federation of Women's Clubs. <a href="http://www.cfwc.org">www.cfwc.org</a>		
22	Environmental consultant		
23	I am on the staff of a government agency but also a concerned citizen aware of and interested in transportation issues.		
24	Student		
25	Planning student.		
26	University Professor		

27	Urban Planning Student
28	Master Urban Designer
29	Professional and resident
30	Elected official staff

**Question 13: What county do you live in? Please select one.**

answer options	Response Percent	Response Count
Imperial	0.54%	2
Los Angeles	55.38%	206
Orange	18.55%	69
Riverside	5.38%	20
San Bernardino	7.80%	29
Ventura	5.11%	19
I live outside the SCAG Region	7.26%	27
<b>answered question</b>		<b>372</b>
<b>skipped question</b>		<b>18</b>

**Question 14: SCAG will be conducting outreach on the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP) in the immediate future. If you would like to be placed on the contact list for RTP and RTIP outreach events please provide your contact information below. Please be sure to include your mailing address, phone number and email address.**

answer options	Response Count
<b>answered question</b>	<b>183</b>
<b>skipped question</b>	<b>207</b>

Survey respondents contact information is not being published but is being added to SCAG's contact database for future events and information regarding the RTP and RTIP.

**Question 15: Thank you! You have now completed the survey. If interested, please provide any additional comments in the box below.**

answer options	Response Count
	45
<b>answered question</b>	<b>45</b>
<b>skipped question</b>	<b>345</b>
Respondents (some comments were omitted from this report because they contained personal contact information)	
1	Good format and questions. I like it sent by e-mail and the short survey
2	I live and work in the Victorville / Apple Valley portion of the High Desert. There are currently 3 east-west corridors across the Mojave River. Two of the three are in chronic gridlock. The residents could use immediate relief. Thank you.

3	I enjoyed being part of this survey.
4	SCAG staff needs extensive and frequent exposure to participatory decision making techniques. Most SCAG staff see their job as sharing information with the public, rather than as proactively soliciting input and ideas.
5	Keep up the good work.
6	People should designate areas of interest at the outset.
7	More trains to Oceanside on the Orange County MetroLink, please!!!!
8	Please limit the use my email address for communication.
9	I hope you will try to take advantage of the new technologies being developed for large scale deliberations by organizations like America Speaks. Please free to contact me about this--Prof. Terry L. Cooper, SPPD, USC
10	More training for TIP and RTIP and how to go through the grant process for obtaining Fed \$\$\$\$. Step by step - I do not want to have to read the huge manual which is very complicated.
11	RTIP process needs improvement
12	I am away from campus until June '08, but thanks for setting this up.
13	Thank you!
14	Thank you for sending the survey to me.
15	Leadership requires discussion's on the future that are difficult, it is easy to follow the flow and have the future fail.
16	Good Luck
17	Please call me on Friday mornings as this my only free time to chat as my commutes the other days are extremely long and getting longer unless these types of programs are implemented.
18	SCAG covers the largest and one of the most dynamic regions in the nation, if not the world. It should be far more ambitious and high-profile in addressing the urgent environmental, social and economic challenges of our time. The somnolent days of working with local elected officials on bureaucratic policy documents that few participate in shaping and fewer still read are over. Wake up and smell the global challenges facing Southern California!
19	Thank you
20	The dissatisfaction noted above is not an indication that SCAG hasn't made an effort to reach out, but that it is so rare to find a concerned individual with ready access to sufficient information in advance to provide meaningful input on the complex regional issues in which SCAG is involved. This is an issue that a successful subregional process could help to address, but at present it is not happening in most parts of the region.
21	Important work -- keep it up. I hope you can make some progress with bicycle paths. The potential in LA is so high, but we've done so very little.
22	I only heard about this survey through word of mouth from a friend, not through SCAG directly. Hopefully, through this survey process, more people will be included in the public input process in the future.
23	n/a
24	SCAG is not well known to the public. It needs to spend time educating people that it exists and what it does. SCAG also needs to explain why what they do matters and list actually accomplishments it made during the last ten years.
25	Before encouraging higher density, so-called smart-growth strategies, ensure that such strategies truly reflect all elements of smart-growth, not merely high density.
26	Thank you for the opportunity to take this survey.

27	How good (over -- OR under) have been estimates of growth in outlying areas? Trends on direction of forecast error? How does trip-making vary by regional sub-areas (density, congestion, etc)?
28	Thanks for being pro-active
29	Your efforts are appreciated.
30	Thank you for asking for input!  Let's strive for EXCELLENT public participation opportunities (not just "reasonable" opportunities). Compass was a very good example of what you can do. It is CRITICAL to provide the level of education that the Compass process did, so participants have a good understanding of the challenges before they are asked to make choices.
31	I was surprised to discover such high use of bikes for transportation in SCAG's lower income communities. It is important to create marked bike lanes to and along SCAG transportation routes.
32	Best of luck!
33	Suggest you consider holding a series of focus group meetings for representatives of groups that have an interest and some knowledge of key transportation issues.
34	Thank you for the opportunity to participate in this survey.
35	SCAG needs to do more!
36	SCAG needs to do a better of making itself relevant. My experience has been that its studies just get filed. I've never known an LA city council rep to SCAG to come back and say, "Here are 10 ideas that SCAG recommends, let's put it on the agenda." If they don't care what SCAG does, why should anyone else?
37	We need to fund expansion of mass transit providing a range of services. The funding increase must include operational expense for ongoing purposes.
38	n/a
39	Every stakeholder finds it uninteresting to deal with traffic light timing. And thus most traffic snarl ups can be traced to mistimed lights -- which never get fixed. A small amount of money spent on re-evaluating DOTs procedures in this area would reap big rewards.
40	What you do is vitally important to the future of southern California.
41	SCAG seems to pay little or no attention to the quality of life issues stemming from its regional transportation plans, especially in terms of the impacts to the built environment. SCAG is selling itself short by remaining reluctant to lead the region in pursuing sustainable transportation alternatives that realistically address the growing economic and environmental constraints of the region.
42	Thank you for asking me to participate in this poll.

## APPENDIX “C”

### SUMMARY OF COMMENTS AND RESPONSES TO SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS’ DRAFT PUBLIC PARTICIPATION PLAN AND THE PUBLIC PARTICIPATION PLAN DRAFT AMENDMENT NO. 1

COMMENTS FROM FEDERAL AGENCIES	SCAG RESPONSE
<b>#1 - From the Federal Highway Administration:</b> SCAG’s Public Participation Plan should include a narrative specifically identifying interested parties who participated in the process of creating the document and the process undertaken in the development of SCAG’s Public Participation Plan.	SCAG has added language identifying the interested parties who participated in the process of creating the document (see page 6).
<b># 2 -</b> Include comments received from the public as well as SCAG’s response to that comment to be incorporated into the Public Participation Plan.	SCAG has prepared a matrix outlining comments received from the public during the public comment period for both the Plan and Amendment No. 1, as well as SCAG’s response to those comments. The matrix is included as Appendix “C” to the Plan.
<b>#3 -</b> Identify the coordination with statewide public participation by briefly describing how SCAG works with its partners.	SCAG has added language describing the coordination with state agencies (see page 8) and resource agencies (see page 9).
<b>#4 -</b> SCAG to include a brief write-up of the web-survey as well as how the results will impact development of future RTP and TIP cycles.	SCAG has incorporated the impact of the electronic survey on the development of the RTP and the RTIP in Appendix B. A detailed summary of the survey results are also included in Appendix B.
<b>#5 -</b> RTIP Amendment in Appendix “A” discussion to clarify categories of amendments and how public hearing and review process was decided.	SCAG has addressed this comment in Appendix A, Section 3: Regional Transportation Improvement Program.
<b>#6 - From the United States Environmental Protection Agency, Region IX:</b> Include consultation for mitigation activities with Federal, State, and tribal wildlife, land management, and regulatory agencies under Consultation Requirements.	SCAG has added language to further clarify the coordination efforts with federal, state and local resource and regulatory agencies (see pages 6-7).
<b>#7 -</b> Involve resource and regulatory agencies in key decision-making milestones during RTP development.	SCAG has added language to further clarify the coordination efforts with federal, state and local resource and regulatory agencies (see pages 6-7).
<b># 8 -</b> Outreach to resource and regulatory agencies when a large-scale regional or corridor study (for example, A Major Investment Study (MIS)) is identified for solicitation of early involvement.	SCAG has added language to further clarify the coordination efforts with federal, state and local resource and regulatory agencies (see pages 6-7).
<b># 9 -</b> Involve resource and regulatory and agencies during TIP development/amendments when substantial project modifications or new projects not previously identified in the RTP are expected to result in significant environmental or community impacts.	SCAG has added language to further clarify the coordination efforts with federal, state and local resource and regulatory agencies (see pages 6-7).
COMMENTS FROM STATE AGENCIES	SCAG RESPONSE
<b>#10 - From Caltrans:</b> On behalf of District 8, I request that SCAG incorporate language into SCAG’s SAFETEA-LU FTIP Public Participation Plan to allow Caltrans to adjust our	SCAG discussed your request with FHWA. The result of these discussions is that FHWA agrees with SCAG that minor changes to exempt SHOPP project descriptions (not funding)

<p>regionally "Exempt" SHOPP Lump Sum back-up Project Listings as described by Wade, Abhijit and Muhaned at yesterday's CFPG Meeting. I am particularly interested in the flexibility discussed yesterday to make minor changes to project descriptions, not SHOPP funding, on the 'Exempt' SHOPP Back-up project listings during SCAG's FTIP Formal Amendment public notice period.</p> <p>Do you have any concerns about my request? Before passage of SAFETEA -LU, I believe FHWA's LA Office insisted that during the 30-day public notice period for SCAG's Formal FTIP Amendments, the FTIP Amendment was to be locked down and no changes were to be allowed to any projects, not even to the SHOPP "Exempt" Lump Sum Back-up lists. Is my recollection accurate?</p> <p>If so, now that SAFETEA-LU is in effect, has that restriction been lifted by FHWA's LA Office?"</p>	<p>during the amendment public review period is allowed and covered under SCAG's existing policy.</p>
<b>COMMENTS FROM COUNTY TRANSPORTATION COMMISSIONS</b>	<b>SCAG RESPONSE</b>
<p><b>#11 - From the Orange County Transportation Authority:</b> I thought that the Draft was great in the way that it laid out plans for how to get the public actively involved in the planning process, and it was a nice supplement to the PowerPoint presentation that you presented. However, I noticed that it seemed to be missing any concluding remarks after goal five. I just mention this because I remember that in your PowerPoint presentation, you had another quote similar to the Margaret Mead quotation at the beginning of the draft.</p>	<p>Comment noted. We have revised the document to include a closing remark to ensure consistency with the beginning of the Plan.</p>
<p><b>#12 - From the San Bernardino Associated Governments:</b> We have reviewed SCAG's Public Participation Plan and do not have any comments/suggestions. Thx for letting us be part of this process.</p>	<p>Comment noted.</p>
<p><b>#13 - From the Los Angeles County Metropolitan Transportation Authority:</b> On page 8, second line from the bottom – include the words “and input” after the word “access.” Not only should the public be able to access key decisions, but they should also be able to provide input.</p>	<p>We have added the requested language to the copy.</p>
<p><b>#14 - From the Los Angeles County Metropolitan Transportation Authority:</b> Page 12, first line – Is the term “subregional coordinators” defined prior to the usage on this page? If not, you may want to provide a definition before using it.</p>	<p>We have added the requested language to the copy.</p>
<p><b>#15 - From the Los Angeles County Metropolitan Transportation Authority:</b> Page 12, fourth bullet point – In the last sentence, “Ensure that the information provided is timely, accessible and easy-to-understand”; it would be helpful to define the term “timely.”</p>	<p>Comment noted. SCAG will make every effort to release information as soon as it becomes available being cognizant of the time needed for appropriate review and comment.</p>
<p><b>#16 - From the Ventura County Transportation Commission:</b> Only one comment – the top line of page 7 refers to 4 commissions, shouldn't it be 5?</p>	<p>The copy now on page 10 has been revised to “In addressing the requirements of the AB 1246 process, the multi-county designated transportation planning agency convenes at least two meetings annually of representatives from each of the five</p>

	commissions, the agency, and the Department of Transportation for the following purposes:"
<b>COMMENTS FROM LOCAL RESOURCE AGENCIES</b>	<b>SCAG RESPONSE</b>
<b>#17 - From the County of Los Angeles, Department of Parks and Recreation:</b> Thank you. No comments at this time.	Comment noted.
<b>#18 - From the County of Los Angeles, Department of Parks and Recreation:</b> We agree that transportation is an important issue concerning Southern California residents. We are most interested in the impacts that the transportation projects would have on the facilities under the jurisdiction of this Department including parks, recreational facilities/areas, and trails used for hiking, biking, and horseback riding. Specific impacts include, but are not limited to the following: <ul style="list-style-type: none"> <li>• Potential loss or disturbance of existing open space and recreation lands;</li> <li>• Potential for transportation projects to cut off a neighborhood's access to a park or recreational area;</li> <li>• Potential noise impacts to park patrons as a result of transportation projects; and</li> <li>• Potential increase in air pollutants emissions (e.g. diesel/toxics) near a recreational or open space area.</li> </ul>	Comment noted.
<b>#19 -</b> Generally, we attend public meetings to discuss and provide input on transportation projects that may impact the facilities under the jurisdiction of this Department. Factors that would further encourage us to attend meetings include accessible meeting location and time, and availability of meeting agenda and materials prior to the meeting.	Comment noted.
<b>#20 -</b> We prefer to attend meetings during business hours. We also attend evening and weekend meetings as necessary.	Comment noted.
<b>#21 -</b> With few exceptions, all of the meetings we attend are in Los Angeles County.	Comment noted.
<b>#22 -</b> We prefer that complex materials presented to us as follows: <ul style="list-style-type: none"> <li>• Information online for review in advance;</li> <li>• Live presentation with corresponding handouts for us to follow along with; and</li> <li>• Map and other visual aids.</li> </ul>	Comment noted.
<b>#23 -</b> We also prefer that hard copies of plans and other publications be made available to us on request. Although electronic files are generally available on compact discs and/or on SCAG's website, it is easier to review and comment on hard copies of documents sent directly to our office.	Comment noted.
<b>#24 -</b> Generally, we provide comments in formal letters sent	Comment noted.



via regular mail or e-mail to the requesting agency. We also comment in-person when testimony is necessary.	
<b>#25</b> - The best ways for SCAG to keep us informed of its work are through regular mail and e-mail.	Comment noted.
<b>#26</b> - We feel that SCAG has provided reasonable public access to technical and policy information used in the development of its plans and other documents.	Comment noted.
<b>#27</b> - We regularly receive information from SCAG via regular mail and e-mail. We also visit SCAG's website on a regular basis and are generally able to locate the information or material we need.	Comment noted.
<b>#28</b> - We are generally satisfied with SCAG's effort to solicit public participation.	Comment noted.
<b>COMMENTS FROM SUBREGIONS</b>	<b>SCAG RESPONSE</b>
<p><b>#29 - From the Orange County Council of Governments:</b> The Board of Directors of the Orange County Council of Governments, a joint powers agency comprised of 55 member agencies, reviewed SCAG's Draft Public Participation Plan at its meeting of February 22, 2007. In conjunction with this review, the OCCOG Board unanimously supported the Plan's purpose, goals and objectives to expand SCAG's current outreach efforts and engage a broader and more diverse group of stakeholders in the development of Regional Transportation Plans. OCCOG's Technical Advisory Committee also reviewed the draft Plan at its February 6 meeting, recommending unanimous support.</p> <p>The OCCOG Board of Directors found the draft Public Participation Plan to be comprehensive in scope, and supports the Plan's requirements to provide early and continuing involvement in Regional Transportation Plan updates and to provide complete information to stakeholders. With efforts currently underway on the development of the 2007 update to the Regional Transportation Plan, OCCOG looks forward to working with SCAG to ensure that the interests, concerns and recommendations of Orange County stakeholders are secured on the 2007 Regional Transportation Plan update.</p>	Comment noted.
<p><b>#30 - From the San Bernardino Associated Governments:</b> In response to Amendment 1 to SCAG's Public Participation Plan, I would again suggest that the Plan should focus more on "SCAG's ability to provide a framework for bottom-up planning and more frequent and ongoing participation" (a quote from page 6 of the Plan) and less on SCAG as a stand-alone organization independent of implementing agencies and other members. It is simply not possible, given the size of the Region, for SCAG staff and consultants to be fully cognizant of how local perspectives color each small area's view of regional issues; instead this requires active participation by representatives who are grounded in their respective local views, and are at the same time conversant with the regional issues. To accomplish this, SCAG must view itself more as an agency charged with establishment and maintenance of a framework for regional collaboration and less as a stand-alone organization. It also requires that SCAG dedicate itself more</p>	<p>We have included a considerable amount of language within the Plan that addresses bottom-up planning, including many strategies that involve working with the subregions and subregional coordinators</p> <p>Our overall efforts at SCAG are driven by our Mission Statement and our Strategic Plan, policy that was adopted by the Regional Council. The Mission Statement includes the phrase The Southern California Association of Governments will accomplish this Mission by "Using an inclusive decision-making process that resolves conflicts and encourages trust." Our Strategic Plan includes a section on "Encouraging and Fostering Regional Partnerships: Goal One - Enhance the Effectiveness of Subregional Relationships." Therefore, these documents should guide our efforts in working with the subregions.</p>

to coordination, facilitation, and in some cases capacity building, and less to efforts to be the ultimate source of answers to the Region's problems.	
<p><b>#31 - From the City of Los Angeles:</b> The proposed plan provides a very good "road map" for obtaining the level and quality of public participation which the region deserves and needs. However, the real test comes, not in the drafting of the plan, but in its application. In this regard I offer the following comments:</p> <p>SCAG needs to do a better job of consensus building, which is the best way to tackle the exceedingly complex problems of the region. Consensus occurs when there is a high level of confidence that the preferred alternative(s) have been identified. This requires broad collaboration and outreach, as well as very high quality technical work. Although, SCAG has made commendable efforts in these areas, there is room for improvement. In addition, more collaboration would allow fresh ideas and approaches into SCAG's planning process, and mitigate the risk of SCAG focusing too much on particular internally favored planning approaches. As SCAG's ability to build consensus grows, so would the credibility of the organization, which would empower not only SCAG but the region, leading to more effective implementation of policy goals.</p>	<p>We agree that collaboration and consensus-building are key to addressing the region's challenges. We also agree with you that enhanced collaboration and participation will lead to more effective implementation of policy goals. We have included a considerable amount of language within the Plan that addresses bottom-up planning, including many strategies that involve working with the subregions and subregional coordinators.</p> <p>Our overall efforts at SCAG are driven by our Mission Statement and our Strategic Plan, policy that was adopted by the Regional Council. The Mission Statement includes the phrase The Southern California Association of Governments will accomplish this Mission by "Using an inclusive decision-making process that resolves conflicts and encourages trust." Our Strategic Plan includes a section on "Encouraging and Fostering Regional Partnerships: Goal One - Enhance the Effectiveness of Subregional Relationships." Therefore, these documents should guide our efforts in working with the subregions and others.</p>
<p><b>#32 - From the City of Los Angeles:</b> Thank you for your very helpful response. I finally had time to read more carefully the draft Public Participation Plan. I was relieved to see that the role of the Subregional Coordinators is mentioned in several areas. I think the description of the role of the Coordinators, as presently included in the draft document, is sufficient. Please retain this language. The Coordinators, in my opinion, play an important role in the collaboration and consensus-building process. Thank you for your attention to these concerns.</p>	<p>We believe that the subregions play an important role in the collaboration and consensus-building process. We will continue to be mindful of this role in future iterations of the Public Participation Plan.</p>
<p><b>#33 - From the Western Riverside Council of Governments:</b> Thank you for the opportunity to comment on the 2007 SCAG Draft Public Participation Plan. I believe the public participation plan will provide excellent opportunities for the region to participate in the regional transportation planning and policy process.</p>	<p>Comment noted.</p>
<p><b>#34 - From Las Virgenes – Malibu Council of Governments:</b> It looks fine. No comments.</p>	<p>Comment noted.</p>
<p><b>#35 - From the Gateway Cities Council of Governments:</b> The Gateway Cities Council of Governments has reviewed and approves the SCAG Draft Public Participation Plan.</p>	<p>Comment noted.</p>
<p><b>#36 - From the South Bay Cities Council of Governments:</b> I was just skimming these documents and noticed that on page 23 of the plan, it says that between January and July 2007, the SCAG committees, task forces and working groups would be expanded to include a broader representation of stakeholders.</p> <p>Do you know what is happening on this? Our Chair wants to</p>	<p>The expansion of the task forces and committees has been put on hold. The President is currently working with committee chairs to assess participation in each of the various committees and task forces. Once that assessment has been completed, a call will go out to all Regional Council members seeking recommendations for additional members. Since the Regional Council is not meeting in September, we anticipate</p>

recommend South Bay elected officials for committees and we were told that this was on hold.	that the call will go out prior to the end of the 2007 calendar year, most likely at either the October or November Regional Council meetings.
<b>#37 - From the Ventura Council of Governments:</b> Thank you for the opportunity to comment on SCAG's recently released Public Participation Plan Amendment No. 1. The Plan should emphasize the role and importance of the Subregions and Subregional Coordinators in ensuring a successful and effective process. The Coordinators are an invaluable asset in communicating, obtaining feedback, and framing solutions for a myriad of issues. We look forward to serving as a significant conduit of information in facilitating public participation.	Our overall efforts at SCAG are driven by our Mission Statement and our Strategic Plan, policy that was adopted by the Regional Council. The Mission Statement includes the phrase The Southern California Association of Governments will accomplish this Mission by "Using an inclusive decision-making process that resolves conflicts and encourages trust." Our Strategic Plan includes a section on "Encouraging and Fostering Regional Partnerships: Goal One - Enhance the Effectiveness of Subregional Relationships." Therefore, these documents should guide our efforts in working with the subregions and others.  We believe that collaboration and consensus-building are key to addressing the region's challenges. We have included a considerable amount of language within the Public Participation Plan that addresses bottom-up planning, including many strategies that involve working with the subregions and subregional coordinators.
<b>COMMENTS FROM TRIBAL GOVERNMENTS</b>	<b>SCAG RESPONSE</b>
<b>#38 - From the Agua Caliente Band of Cahuilla Indians:</b> We have reviewed the attached public participation plan and don't have any comments to submit to SCAG.	Comment noted.
<b>COMMENTS FROM AIR DISTRICTS</b>	<b>SCAG RESPONSE</b>
<b>#39 - From the Imperial County Air Pollution Control District:</b> The Imperial County Air Pollution Control District (Air District) is interested in being placed on the SCAG mailing list for environmental information related to any amendments to the Regional Transportation Plan (RTP) and the Regional Comprehensive Plan (RCP). Unfortunately, we were unable to finalize our review of the information provided. Because, there have been projects in the past which have quoted the current RTP and RCP as definitive in concluding either "no impact" or "insignificant impacts" to air quality here in Imperial County, the Air District would like to formally request to be placed on your mailing list.	Comment noted.
<b>COMMENTS FROM TRANSIT PROVIDERS</b>	<b>SCAG RESPONSE</b>
<b>#40 - From Gold Coast Transit:</b> On page 3, under item 5 (a), we would suggest that the participation plan should more broadly define the target audiences to include businesses in general, not just those in the transportation services. All businesses have needs for employee and customer transportation, along with receiving and shipping requirements for supplies and commodities. We also suggest that integration with transit agencies be specifically mentioned in this section.	This is taken directly from the applicable regulations, 23 CFR 450.316(a) (See 72 FR 7273; February 14, 2007) intended to provide further guidance regarding the participation requirements of SAFETEA-LU. A more detailed list of interested parties, including the private sector, can be found on page 11.
<b>#41 -</b> On page 5, under item 5 (a) (2), we would suggest a more detailed description be included to describe how the public would know if significant issues are raised prior to the publication of the "final metropolitan transportation plan and TIP."	Within the strategies for implementation, SCAG's web site will be used to provide information, announce draft and final plan releases, encourage feedback and comments from the public, make draft and final plans and corresponding documents available, provide contact information, educate

	about SCAG and SCAG initiatives, inform of upcoming events and meetings, and post meeting agendas and minutes. SCAG also intends to keep interested parties informed with monthly progress reports during the plan development phase.
#42 - On page 20, under the "Update Existing Presentation Materials" heading – would it be possible to make the PowerPoint presentations available on-line for both the public to review and for local agencies to use in some of their local meetings?	PowerPoint presentations will be made available on SCAG's web site.
#43 - On page 22, under the "Coordinate Outreach Efforts" heading – would it be possible to publish the list of the subregional stakeholders online so that citizens could seek information?	Within the strategies for implementation, SCAG will keep interested parties informed with electronic monthly progress reports during the plan development phase and will also post on SCAG's web site.
#44 - On page 23, under the "Conduct Public Hearings" heading, we suggest that a public hearing in Ventura County be considered.	Comment noted.
#45 - On page 24, under the "Consider and Incorporate Comments. . ." heading, we suggest that the public comments be made available on-line for review by other citizens and agencies.	Comments will be made available as part of the adopted Public Participation Plan Amendment No. 1 which will also be posted on SCAG's web site.
<b>COMMENTS FROM NON-MOTORIZED TRANSPORTATION</b>	<b>SCAG RESPONSE</b>
#46 - <b>From the Bicycle Commuter Coalition of the Inland Empire:</b> I would like to see SCAG utilize an internet blog or website to broadcast the planning documents to a broader audience and enable them to comment without having to physically travel somewhere just to provide input. With abysmal congestion, it would be wise to adopt a virtual meeting space and web conference like that available on WebEx for public participation. Our business conducts countless meetings in this manner and would suggest SCAG and regional planning agencies adopt some of these techniques to mitigate transportation congestion and air pollution. Walk the Talk.	As part of SCAG's Public Participation Plan draft Amendment No. 1, there are strategies in place to "Explore new opportunities using state-of-the-art communications and information technology for reaching remote audiences." SCAG will be conducting a demonstration project this fiscal year by web casting several of our meetings.
#47 - <b>From the Orange County Bicycle Coalition:</b> The Orange County Bicycle Coalition (OCBC), a California public benefit corporation, is explicitly authorized to speak for about 2000 Orange County bicyclists, including our members and members of member clubs. Beyond that, we try to speak for all bicyclists, including the poor, the elderly, and children, and for the bicycle industry  Several years ago I attended--at considerable personal inconvenience--a number of SCAG meetings. I was attempting to advance the cause of bicycle transportation and SCAG seemed interested, though as it turned out not interested enough to do more than have meetings. Since then, most recently last April, you and I have been in contact, without any results. Now OCBC's received a package of material entitled "Public Participation Plan, Amendment 1", and we've been asked for comments.	We encourage you to continue the dialogue so that we can make bicycling safer and a more attractive transportation alternative, not only in Orange County, but throughout the region.

OCBC's comments now are the same as they've always been: Bicycle transportation has the potential to remove ten or twenty percent of cars from Southern California's roads, including freeways, but progress towards that goal requires government's public promise to provide, and maybe--since bicyclists have become cynical about government's good faith--actual provision of, <b>bike lanes on all arterials.</b>	
<b>COMMENTS FROM MEMBER CITIES</b>	<b>SCAG RESPONSE</b>
<b>#48 - The City of Fountain Valley:</b> The Draft Public Participation Plan dated October 17, 2006 is very comprehensive. The City of Fountain Valley supports all efforts to maximize public participation.	Comment noted.
<b>#49 - From the City of Brea:</b> Thank you for providing the City of Brea with a copy of the above plan at the last OCCOG – TAC meeting. We have reviewed the plan and find it comprehensive and well-thought out. Public Participation is always a key element in the coordination and development of regional plans. The section on “Bottom-Up Planning and Interagency Consultation” is a helpful approach to our agency. The City of Brea appreciates being informed and included in SCAG’S regional policy-making process. We also concur with the plan’s five (5) Public Participation Plan Goals. Again, thank you, and we look forward to receiving a copy of the final plan once it is adopted.	Comment noted.
<b>#50 - From the City of Colton:</b> The City of Colton appreciates the opportunity to review the Public Participation, Draft Amendment No. 1 document. Those goals, procedures, strategies, and techniques described in the document appear reasonable and logical and therefore, we have no comments at this time. We request that SCAG continue to involve the City of Colton in formulating the public participation process and completing the Public Participation Plan. We would also appreciate receipt of all documents that are prepared by SCAG in the future.	Comment noted.

# REPORT

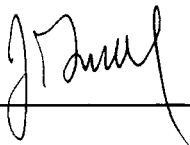
**DATE:** October 4, 2007

**TO:** Transportation and Communications Committee  
Regional Council

**FROM:** John Asuncion, Senior Regional Planner, (213) 236-1936, asuncion@scag.ca.gov

**SUBJECT:** 2008 Regional Transportation Improvement Program (RTIP) Guidelines.

**EXECUTIVE DIRECTOR'S APPROVAL:**



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**RECOMMENDED ACTION TO TCC:**

Approve the attached 2008 RTIP Guidelines, authorize staff to make technical changes to the Guidelines, and the approval process for RTIP Amendments to the Regional Council.

**RECOMMENDED ACTION TO RC:**

Approve the attached 2008 RTIP Guidelines, authorize staff to make technical changes to the Guidelines, and the approval process for RTIP Amendments.

**BACKGROUND:**

SCAG is required under both federal and state laws to develop a Regional Transportation Improvement Program. The RTIP is a six year funding program that implements the long-range Regional Transportation Plan (RTP) to accomplish improvements in mobility and air quality.

SCAG develops the RTIP in cooperation with the State (Caltrans), the county transportation commissions and IVAG, and public transit operators. Federal law requires that the RTIP be updated, adopted by SCAG, and sent to the Governor for approval. The RTIP Guidelines are updated every two years by SCAG staff working with the staff from the transportation commissions/IVAG to ensure that all current, administrative, and technical requirements are met.

The 2008 RTIP Guidelines were released for public review at the August 30, 2007 Transportation and Communications Committee meeting. At the time this report was prepared, SCAG has not received any comments to the Guidelines. Staff will provide updates on any comments that are received.

Information from the 2004 Regional Transportation plan (RTP) was used to prepare the 2008 RTIP Guidelines. Once the 2008 RTP is approved, staff will update the 2008 RTIP Guidelines to be consistent with the 2008 RTP. If authorized, staff will make technical changes to the Guidelines. Some examples of technical changes to the Guidelines include a schedule change, modeling criteria, and program codes. If there are any proposed changes to the Guidelines that are policy related, these proposed changes will be brought back to this committee for review and comment.

In addition, these Guidelines assume continuation of all major federal programs currently found in SAFETEA-LU in the 2008 RTIP cycle. The Guidelines will be modified if programs are modified, added, and/or deleted to be consistent with the applicable laws.

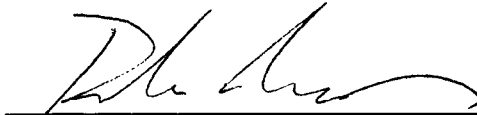
# REPORT

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## FISCAL IMPACT:

The staff resources necessary for developing the 2008 RTIP, including the 2008 RTIP Guidelines, are contained within the Fiscal Year 2007/08 SCAG budget.

Reviewed by:

  
Division Manager

Reviewed by:

  
Department Director

Reviewed by:

  
Chief Financial Officer

# **2008 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)**

## **Guidelines**

The preparation of this report was financed in part through grants from the United States Department of Transportation – Federal Highway Administration and Federal Transit Administration – under provisions of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)



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## **I. POLICY AND REQUIREMENTS**

### **A. Introduction**

These Guidelines have been prepared to facilitate the work of the county transportation commissions (Los Angeles, Orange, Riverside, San Bernardino and Ventura Counties) (CTCs) and the Imperial Valley Association of Governments (IVAG), transit operators, and Caltrans in the development of "county TIPs" for inclusion in the Southern California Association of Governments (SCAG) 2008 Regional Transportation Improvement Program (RTIP). The RTIP Guidelines also describe the process and schedules for submittal of county TIPs to SCAG.

The core of the RTIP process is the development of project listings. These Guidelines assist in the development of project listings that fulfill the legal, administrative, and technical requirements prescribed by law and which minimizes duplicate efforts by the CTCs and IVAG, Caltrans, SCAG, and/or other agencies.

These Guidelines are consistent with SAFETEA-LU and the Metropolitan Transportation Programming final rule: 23 CFR Part 450 and 500, and 49 CFR Part 613.

### **B. General Overview of RTIP Process**

SCAG is required under both federal and state law to develop an RTIP (23 U.S.C. §134 (h) and 49 U.S.C. § 5303(H); Cal. Government Code §§14527, 65082 and 130301 et seq.). The RTIP is the short-range program that implements the long-range Regional Transportation Plan (RTP) to accomplish improvements in mobility and air quality. SCAG is the federally-designated Metropolitan Planning Organization (MPO) and as the state-designated transportation planning agency and multi-county designated transportation planning agency for the six-county Southern California region. SCAG develops the RTIP in cooperation with the State (Caltrans), the CTCs and IVAG, and public transit operators. Federal and state rules and regulations require that the RTIP be:

- Updated at least every four years, adopted by SCAG, and then sent to the Governor for approval. SCAG will continue to update the RTIP every two years.
- Developed consistent with the SCAG Public Participation Plan and the AB 1246 consultation process with the CTCs and Caltrans as set forth in the Public Utilities Code Section 130059.
- Consistent with the SCAG long-range RTP as the RTIP implements the projects and programs in the RTP.
- Compatible with the State Transportation Improvement Program (STIP) development and approval process (see page 4 for discussion of the STIP process).
- Subject to compliance with the conformity requirements in the federally designated non-attainment and maintenance areas. In the South Coast Air Basin and in Ventura County, the RTIP shall give priority to eligible Transportation Control Measures

(TCMs) identified in applicable State Implementation Plans (SIPs) in accordance with the U.S. Environmental Protection Agency (EPA) transportation conformity regulations (40 CFR § 93) and shall provide for their timely implementation. TCMs are transportation projects and programs that are identified in applicable SIPs to help reduce air pollution from mobile sources. The 2008 RTIP must pass the five federal conformity tests, including timely implementation of TCMs, regional emissions analysis, fiscal constraints, interagency consultation, and consistency with the RTP.

- Consistent with financial constraint regulations (23 CFR §450.324(i)) that stipulate “financial constraint shall be demonstrated and maintained by year and shall include sufficient financial information to demonstrate which projects are to be implemented using current and/or reasonably available revenues, while federally supported facilities are being adequately operated.” Projects in air quality nonattainment and maintenance areas can be included in the first two years of the RTIP and STIP only if funds are “available and committed” (23 CFR § 450.324 (i)). Therefore, nonattainment and maintenance areas may not rely on proposed new taxes or other new revenue sources for the first two years of the RTIP and STIP until such sources have been enacted by legislation or referendum. In addition, federal funds distributed on a discretionary basis (including Section 5309, earmarks, and demonstration funds) are not considered available or committed until they are awarded by the USDOT (discretionary funds) or authorized by Congress (such as High Priority projects). Revenue and cost estimates for the RTIP must use an inflation rate(s) to reflect “year of expenditure dollars” based on reasonable financial principles and information (23 CFR § 450.324 (h)).

These and other federal and state-mandated RTIP requirements are described in the sections that follow. Also described in these Guidelines is the process for implementing the RTIP program in the SCAG region in accordance with state and federal rules. The schedule for processing the 2008 RTIP is provided on page 15. A flow chart of the RTIP Development Process is provided on page 14.

### **C. RTIP Period**

The RTIP must cover a period of not less than four years but may cover a longer period. The SCAG 2006 RTIP covers a six-year period, from October 1, 2008 (FFY08/09) to September 30, 2012 (FFY13/14). Projects listed in the last two years of the RTIP (FFY12/13 & FFY13/14) will be considered informational consistent with federal regulations. The RTIP program years coincide with the federal fiscal year (FFY) budget cycle which begins October 1<sup>st</sup> and ends September 30<sup>th</sup> of each year.

SAFETEA-LU was signed into law by the President on August 10, 2005 and provides federal transportation funding through FFY 2009. It is expected that the federal government will enact another transportation funding program that will pay for the federally-funded projects proposed in the RTIP.

The frequency and cycle for updating the TIP must be compatible with the STIP development and approval process. In the State of California, under Government Code Section 14529, the STIP is a five-year program. The 2008 STIP Program will cover the five-year period from July 1,

2008 (FY08/09) to June 30, 2013 (FY12/13), and falls entirely within the SCAG 2008 RTIP six-year period.

#### **D. Policy Guidelines**

1. The RTIP is the primary means of implementing the RTP.
2. To ensure consistency with the RTP, staff will compare RTIP projects with the first 5 and 10-year implementation schedules of the RTP for timeliness and modeling consistency.
3. In accordance with the Adopted 2004 RTP Policy #1, transportation investments shall be based on SCAG's adopted Regional Performance Indicators **(subject to change after the 2007 RTP is approved)**.
4. Timely implementation of committed TCM projects is required for conformity findings in SCAB and VC/SCCAB. TCM projects must be programmed prior to programming other capacity increasing projects.
5. In accordance with SAFETEA-LU, all regionally significant capacity enhancing projects and transportation control measures must be adequately described in the County TIP to determine project consistency with the most recently adopted RTP. The RTIP projects must show consistency with the project's design concept, and timely implementation as reflected in the adopted RTP.
6. The RTIP shall also include projects and programs consistent with the Strategic Highway Safety Plan and other transit safety and security planning and review processes, plans and programs, as appropriate.

#### **E. The AB 1246 Process**

As set forth in the Public Utilities Code Section 130000 et-seq. (otherwise known as the "AB 1246 Process"), SCAG in developing the RTIP must also consult with the CTCs and Caltrans.

Pursuant to Section 130301 of the Public Utilities Code, "{t}he multicounty designated transportation planning agency {SCAG} which includes the area of the {county transportation} commission shall be responsible for long-range transportation system planning, including preparation of the regional transportation plan..." More specifically, such planning shall be directed to, among other things: "{c}oordination of the plans and short-range transportation improvement programs developed by the commissions, including resolution of conflicts between such plans and programs" and "{r}eview and comment concerning all near-term transportation improvement programs after the development of, but prior to, adoption of such programs by the commission." Public Utilities Code § 130301(h) and (k).

## **F. The State Transportation Improvement Program (STIP)**

The California Transportation Commission (CTC) is required to adopt and submit a STIP to the legislature and the Governor by April 1 of each even-numbered year. The STIP contains a list of all capital improvement projects to be funded with Regional Improvement Program (RIP) and Interregional Improvement Program (IIP) funds. Caltrans is required to release an estimate of STIP funds available in the five-year STIP period by July 15 of every odd-numbered year; and the CTC is required to adopt the five-year estimate by August 15 of each odd-numbered year. The CTC has postponed the adoption of the STIP Fund Estimate one month to September 2007.

Pursuant to Cal. Government Code 14527(a), "After consulting with the department [Caltrans], the regional transportation planning agencies and county transportation commissions shall adopt and submit to the commission [California Transportation Commission] and the department [Caltrans], not later than December 15, 2001, and December 15 of each odd-numbered year thereafter, a five-year regional transportation improvement program in conformance with Section 65082. In counties where a county transportation commission or authority has been created --- the commission or the authority shall adopt and submit the county transportation improvement program, in conformance with Sections 130303 and 130304 of that code, to the multicounty designated transportation planning agency [SCAG]."

The deadline for submitting County STIPs to SCAG will be released when the California Transportation Commission adopts the 2008 STIP Fund Estimate in September 2007.

Other STIP programming-related requirements that affect the RTIP include:

- The STIP will be limited to projects that are expected to receive an allocation of STIP funds from the Commission within the STIP five-year period.
- The STIP submittal may not change the project delivery milestone date of any project as shown in the adopted STIP without the consent of Caltrans or the project lead.
- Major projects shall include current costs updated as of November 1 of the year of submittal and escalated to reflect "year of expenditure dollars."
- Proposed STIP projects must be consistent with the RTP and subject to conformity requirements.
- Proposed projects must have completed a Project Studies Report (PSR) or a PSR-equivalent or major investment study for projects not on the state highway system.

Projects to be included in the RTIP for implementation (construction) must have proceeded (or proceed) through the environmental and design phases required by Federal Highway Administration/Federal Transit Administration (FHWA/FTA) (unless 100% state funded) and the state process. Major construction projects require a completed multi-modal alternative analysis through NEPA (consistent with federal requirements established to replace the MIS process from ISTEPA and environmental clearances issued under the National Environmental Protection Act/California Environmental Quality Act (NEPA/CEQA).



## **G. The Regional Transportation Plan (RTP)**

SCAG prepares the long range 30-year RTP every three years in accordance with state and federal requirements [Cal. Government Code 65080; 23 U.S.C. § 134 (g)]. This plan is adopted by the Regional Council, subject to conformity and fiscal constraint requirements, and then approved by the Governor and for conformity by USDOT. The 2004 RTP and draft portions of the 2007 RTP will serve as the basis for the development of the 2008 RTIP. **The portions of the guidelines associated with the RTP are subject to change with the adoption of the 2007 RTP.**

The RTIP is the process by which the RTP is implemented. It does so through providing an orderly allocation of federal, state and local funds for use in planning and building specific projects. Under law, the RTIP is required to advance the RTP by programming the projects, programs, and policies contained in the RTP, in accordance with federal and state requirements. These include specific requirements for scheduling of projects, financing, and the timely implementation of Transportation Control Measures (TCMs).

### **1. Implementation of RTP Modeled Projects**

The RTP models projects for completion in specific timeframes, thus establishing not only a project listing, but also a generalized phasing of projects for implementation. These projects with anticipated completion dates are listed starting on page 86 of these Guidelines. CTCs and IVAG will need to program projects for initiation within an appropriate time frame to ensure that they become operational during the time frame indicated in the RTP.

Modeled projects not included in the current time frame of the 2008 RTIP should be advanced only when additional funding becomes available and when the CTCs are able to demonstrate that they are in full compliance with the requirements of the timely implementation of TCMs as applicable.

### **2. Implementation of Transportation Demand Management and Non-Motorized Investments**

Because the 2007 RTP draft is not currently available, the 2004 RTP actions and targets for implementation of Transportation Demand Management (TDM) and Non-Motorized Investments should be used for development of the 2008 RTIP. Implementation of the goals listed below should be programmed in the 2008 RTIP. The goals to be developed for the 2008 RTP may be different than the goals listed below.

- Program funds in the RTIP to help maintain the public sector share of the existing rideshare market and to increase the number of carpoolers by 8,000 annually.
- Increase the number of commuter vanpools from 1,400 and 5,000 through more effective marketing and the provision of non-monetary public sector incentives.
- Non-Motorized Transportation - Implement bikeway expansion projects, create a bicycle-, and pedestrian-friendly transportation environment, induce mixed-use development that promotes biking and walking.

**2004 RTP  
TDM Investments for  
Implementation of the 2004 Regional Transportation Plan**

<b>County</b>	<b>Non-Motorized*</b>	<b>Rideshare**</b>	<b>TDM (P-N-R lots, Telecommute, etc.)</b>	<b>TOTAL</b>
Imperial	\$32,000,000	\$0	*	\$32,000,000
Los Angeles	\$513,300,000	\$114,300,000	\$186,600,000	\$814,200,000
Orange	\$115,000,000	\$27,000,000	**	\$142,000,000
Riverside	\$50,000,000	\$66,400,000	**	\$116,400,000
San Bernardino	\$39,000,000	\$36,000,000	\$6,500,000	\$81,500,000
Ventura	\$65,000,000	\$0	*	\$65,000,000
<b>Regional Total</b>	<b>\$814,300,000</b>	<b>\$243,700,000</b>	<b>\$193,100,000</b>	<b>\$1,251,100,000</b>
*Imperial and Ventura County costs for TDM are included in the Non-Motorized amount				
** Orange and Riverside County costs for TDM are included in the Rideshare amount.				

- Invest in Intelligent Transportation Systems (ITS) technology and system integration to achieve system management goals.

**ITS Capital Investments**

<b>County</b>	<b>Investment</b>
Imperial	\$0
Los Angeles	\$676,500,000
Orange	\$29,000,000
Riverside	\$25,000,000
San Bernardino	\$48,500,000
Ventura	\$80,000,000
<b>Regional Total</b>	<b>\$859,000,000</b>

## H. Regionally Significant Transportation Investment Studies (RSTIS)

**This section will be updated.** Within the context of regional transportation planning, the first step toward strategy or program development is the Regionally Significant Transportation Investment Study (RSTIS) or a corridor feasibility study, which is a corridor study or alternatives analysis including a NEPA “purpose and need” statement and preliminary environmental documentation. While some projects can move very quickly from an idea to implementation, regionally significant strategies and programs require a more in-depth study and analysis. During the course of an investment study the region can determine the various alternatives that may help solve the problem and identify a preferred program or strategy that will be subject to a comprehensive NEPA analysis. It is the responsibility of SCAG to identify which strategies/programs should be subject to such requirements and to identify those programs/projects in the RTP as requiring further study and analysis.

DOT planning guidance encourage that the equivalent content of the old Major Investment Study document to be reflected in the planning and project development (“NEPA linkage”) process. With the adoption of the 2004 RTP (Chapter 6, page 190) the region continues to view the RSTIS as the process to develop this information and to refine or update the RTP for regionally significant transportation corridor projects. Therefore, a RSTIS originates from the regional planning process and will be guided by it.

SCAG, as the Metropolitan Planning Organization, in cooperation with other stakeholders, will approve the initiation and scope of a RSTIS. Before a project can be included in the RTIP for construction, the project must be one of the alternatives in a completed RSTIS, included in a completed project initiation document and obtain environmental clearance. The RSTIS will be included in SCAG’s Overall Work Program.

Since a RSTIS is a component of the RTP planning process, the regionally significant alternatives must be evaluated by the RTP performance measures in order to be considered for incorporation in the RTP. The 2004 RTP includes alternative modes and technology (intelligent transportation systems, highways (new capacity and HOV), transit (MagLev, heavy rail, light rail, rapid bus) and non-motorized transportation systems), general alignment, number of lanes, the degree of demand management and operating characteristics. Furthermore, a RSTIS is required to evaluate the effectiveness and cost-effectiveness of alternatives in attaining local, regional, State and national goals and objectives.

This analysis will consider the direct and indirect costs (of capital, operating and maintenance, and rights-of-way) of alternatives; benefits or impacts of mobility improvements; air quality requirements; social, economic and environmental impacts, including environmental justice; safety, operating efficiencies; financing (federal, State and private sources); energy consumption; and public outreach.

The results of the RSTIS will help lead to a decision by SCAG, in cooperation with participating public and private organizations, on the design and scope of the investment for the RTP. The preferred alternative of a RSTIS must meet the performance and financial criteria established by the RTP, and it must be approved by the Regional Council before being included in the RTP and RTIP.

A RSTIS is eligible for funds authorized under Sections 8, 9, and 26 of the Federal Transit Act, State planning funds, and planning and capital funds appropriated under Title 23, United States Code.

A RSTIS or other analyses are appropriate when regionally significant investments in the RTP do not have complete environmental analysis, design concept and scope (mode and alignment not fully determined). In cases requiring further analysis, the RTP may stipulate either a set of assumptions concerning the proposed improvement or no-build condition pending the completion of a corridor or sub-area analysis. The RTP should have enough detail to provide a plan conformity determination.

The SCAG RSTIS Peer Review Group was established to ensure that the process for a RSTIS meets all requirements. The Peer Review Group process is the cooperative process involving SCAG, Caltrans, transit operators, environmental resource agencies and FHWA/FTA. Upon completion of the process, a Letter of Completion is issued. The letter only certifies compliance with the peer review group process.

### **I. Consultation (Interagency and Public Involvement)**

***This section will be updated to be consistent with the SCAG Public Participation Plan proposed for amendment to the RTP. The SCAG Regional Council is scheduled to adopt the new Public Participation Plan in September 2007.*** Ongoing public involvement and interagency consultation are required in transportation planning, and SCAG, the CTCs, IVAG, the Department of Transportation, and other stakeholders collaboratively provide opportunities for meaningful public participation and effective interagency consultation. Federal regulations, including SAFETEA-LU, the Clean Air Act, the Transportation Conformity Rule and the Americans with Disability Act (ADA) stipulate that public involvement in the transportation improvement program's development and approval process includes certain targeted groups.

The determination of how effectively the responsible planning agencies have provided opportunities for public input and whether the process meets the interagency consultation requirements of EPA's Transportation Conformity Rule is one of the factors used to determine conformity and in the allocation of federal funds for local, regional and state transportation projects and programs.

In the SCAG region, interagency consultation and public participation are facilitated by the Southern California Transportation Conformity Working Group, which is a collaborative group of federal, state, regional, and local transportation and air quality stakeholders. The group meets on a monthly basis to facilitate an inclusive air quality planning process and to fulfill the interagency consultation requirements of the Federal Transportation Conformity Rule. The group helps resolve regional issues pertaining to transportation conformity and coordinates with and supports the quarterly meetings of the Statewide Transportation Conformity Working Group.

The California Public Utilities Code 130059 requires SCAG to convene at least two meetings annually comprised of representatives from the five commissions, IVAG, the agency and the Department of Transportation. The CTCs TIPs will be discussed at this meeting prior to their adoption of the program. After the respective county transportation commissions act on their TIPs, SCAG prepares the Regional Transportation Improvement Program. If any conflicts arise with the CTCs' programs (for example, inter-county issues, financial constraint, or inconsistency

with the 2004 Regional Transportation Plan policies, programs or projects) then SCAG will convene a subsequent meeting with the affected CTC(s) to discuss the issue.

As a result, SCAG has developed "Policies, Procedures and Guidelines for Public Participation and Interagency Consultation" to provide guidance for public participation and interagency consultation in the regional planning process.

The CTCs' and IVAG's public involvement process should be proactive and provide complete information, timely public notice, full public access to key decisions, and opportunities for early public involvement. Accordingly, the CTCs' and IVAG's public involvement process should provide for:

1. Early and continuing public involvement opportunities throughout the transportation planning and programming process;
2. Timely information about transportation issues and processes to citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, other interested parties and segments of the community affected by the transportation improvement program's projects;
3. Reasonable public access to technical and policy information used in the development of the transportation improvement program;
4. Adequate public notice of public involvement activities and time for public review and comment at key decision points including, but not limited to, action on the transportation improvement program;
5. A process for demonstrating explicit consideration and response to public input during the transportation improvement program development process;
6. A process for seeking out and considering the needs of those traditionally under-served by existing transportation systems, such as low-income and minority households which may face challenges accessing employment and other amenities; and,
7. A comment period of at least thirty days and one formal public hearing prior to adoption of the transportation improvement program.

#### **J. Regional Funding Priorities**

1. Projects to be programmed in the RTIP shall be consistent with the RTP and its milestones.
2. In the South Coast Air Basin (SCAB) and Ventura County/South Central Coast Air Basin (SCCAB), Transportation Control Measures (TCMs) programmed for implementation in the first two years of the RTIP must be funded and implemented by the completion date. Failure to implement a committed TCM may result in the federal agencies not approving the conformity findings for the 2008 RTIP.

## **K. Project Selection Criteria**

Project selection procedures for federally-funded projects including the Surface Transportation Program (STP), the Congestion Mitigation and Air Quality Improvement Program (CMAQ), and for the Federal Transit Administration (FTA) capital and operating programs are a requirement of Title 23 United States Code (USC) 134 (i)(4), as amended by SAFETEA-LU.

Title 23 of the USC 134 (i)(4)(A) states the following:

*Selection of Projects – All federally funded projects carried out within the boundaries of a transportation management area under this title (excluding projects carried out on the National Highway System and projects carried out under the bridge program or the Interstate maintenance program) or under chapter 53 of title 49 shall be selected for implementation from the approved transportation improvement program by the metropolitan planning organization designated for the area in consultation with the State and any affected public transit operator.*

In compliance with federal requirements, SCAG has adopted the following Expedited Project Selection Procedures

### **Expedited Project Selection Procedures**

Under State law (AB 1246), the County Transportation Commissions (CTCs- Los Angeles County Metropolitan Transportation Authority, Orange County Transportation Authority, San Bernardino Associated Governments, Riverside County Transportation Commission, Ventura County Transportation Commission, and Imperial Valley Association of Governments) are responsible for developing the county transportation improvement programs for submittal to SCAG. SCAG in turn prepares the RTIP using the county TIPs.

SCAG publishes the RTIP guidelines at the beginning of each RTIP cycle and outlines all federal, state, and MPO requirements to facilitate the development of the county TIPs.

SCAG analyzes all of the county TIP projects for consistency with the RTP and for financial constraint. SCAG incorporates the eligible projects into the Regional Transportation Improvement Program (RTIP) for conformity analysis. Projects that are not consistent with the federal and MPO requirements are not incorporated into the RTIP.

Should conflicts arise, they are worked out with the CTCs, SCAG's Regional Council and the Regional Transportation Agencies Coalition (RTAC). If a project should fall out, then SCAG coordinates with the CTCs to replace it. The Transportation Conformity Working Group also serves as a mechanism for interagency consultation for TIP issues between staff representatives from SCAG, the CTCs, Caltrans, and federal and state agencies.

#### **1. Project Programming**

Once the CTCs and the Imperial Valley Association of Governments (IVAG) have programmed funds to projects, as required by state and federal statutes, projects are then included in the RTIP in accordance with the estimated project delivery schedules. The first

four years of the RTIP are required to be financially constrained, and programming beyond this period is for information purposes only.

- Step 1     The CTC's/IVAG have established that projects programmed in the first four years are priority projects for the region and are programmed according to estimated project delivery schedules at the time of the TIP submittal. SCAG incorporates the county TIPs into the Regional TIP as submitted by the CTCs/IVAG in accordance with the appropriate transportation conformity and RTP consistency requirements.
- Step 2     SCAG performs all required conformity and consistency analysis and public hearings on the RTIP and adopts the RTIP.
- Step 3     SCAG submits the RTIP to the Governor (Caltrans) for incorporation into the State's Federal TIP, and SCAG simultaneously submits the conformity findings to the FHWA, FTA, and EPA for approval of the final conformity determination.

## **2. Expedited Project Selection Procedures**

### **23CFR450.330**

"If the State or public transportation operator(s) wishes to proceed with a project in the second, third year, or fourth year of the TIP, the specific project selection procedures stated in paragraphs (b) and (c) of this section must be used unless the MPO, the State and the public transportation operator(s) jointly develop expedited project selection procedures to provide for the advancement of projects from the second, third or fourth year of the TIP."

In order to address the above regulation the SCAG region (SCAG, County Transportation Commissions (CTCs), Imperial Valley Association of Governments (IVAG) and transit operators) developed and agree to the following expedited project selection procedures.

Projects programmed within the first four years may be advanced to accommodate project schedules that have proceeded more rapidly than estimated. This advancement allows project sponsors the flexibility to deliver and obligate state and/or federal funds in a timely and efficient manner. Nevertheless, non-TCM projects can only advance ahead of TCM projects if they do not cause TCM projects to be delayed.

- Step 1     County Transportation Commissions and Imperial Valley Association of Governments develops a listing of project to be advanced and submits a county TIP revision to SCAG.
- Step 2     SCAG analyzes and approves the county TIP revision and updates the RTIP.
- Step 3     County Transportation Commissions and Imperial Valley Association of Governments Work with Caltrans to obligate state/federal funds in accordance with revisions.

### **L. Amendment Approval Procedures – SCAG Executive Director Authority**

The Regional Council hereby grants authority to SCAG's Executive Director to approve Regional Transportation Improvement Program (RTIP) amendments and associated conformity determination and to transmit to the state and federal agencies amendments to the most currently approved RTIP. These amendments must meet the following criteria:

- Changes that do not affect the regional emissions analysis.
- Changes that do not affect the timely implementation of the Transportation Control Measures.
- Changes that do not adversely impact financial constraint.
- Changes consistent with the adopted Regional Transportation Plan.

All other amendments must be approved by the Regional Council.

### **M. SCAG's Programming Principles for Federal STP and CMAQ Funded Projects**

SCAG has a current set of principles to guide the development of programming priority for Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. The principles were reviewed through the AB 1246 process and adopted by SCAG's Regional Council. They should be used in the development of each county's STP and CMAQ programs.

1. Programming of STP and CMAQ funds shall be the primary responsibility of the respective county transportation commission or IVAG, consistent with federal and state law, the RTP, and in conformance with applicable SIPs.
2. Implementation of Transportation Control Measures (TCMs) in the applicable SIPs shall be a high priority for allocation of STP and CMAQ funds.

Cities and Counties are eligible to utilize the STP and CMAQ funds for transportation demand management / transportation control measures and will be so advised by the appropriate county transportation commission or IVAG.

3. CTCs are responsible for documenting timely implementation of the TCMs for which they are project sponsors.
4. A local Surface Transportation Program shall be developed and administered within each County consistent with state implementing legislation. Local STP projects will be prioritized in each County by the county transportation commissions and IVAG consistent with SAFETEA-LU which requires multimodal flexibility.

All Local STP programming decisions must be based on a discretionary process; formula apportionments are not acceptable. (Note: According to 23 CFR 450.324 (j), "Procedures or agreements that distribute suballocated Surface Transportation Program funds or funds under 49 U.S.C. 5307 to individual jurisdictions or modes within the metropolitan planning area by pre-determined percentages or formulas are inconsistent with the legislative provisions that require MPOs, in cooperation with the State and transit operators, to develop a prioritized and financially constrained TIP and shall not be used unless they can be clearly shown to be based on considerations required to be addressed as part of the metropolitan transportation planning process." Project selection, therefore, must be by the use of objective



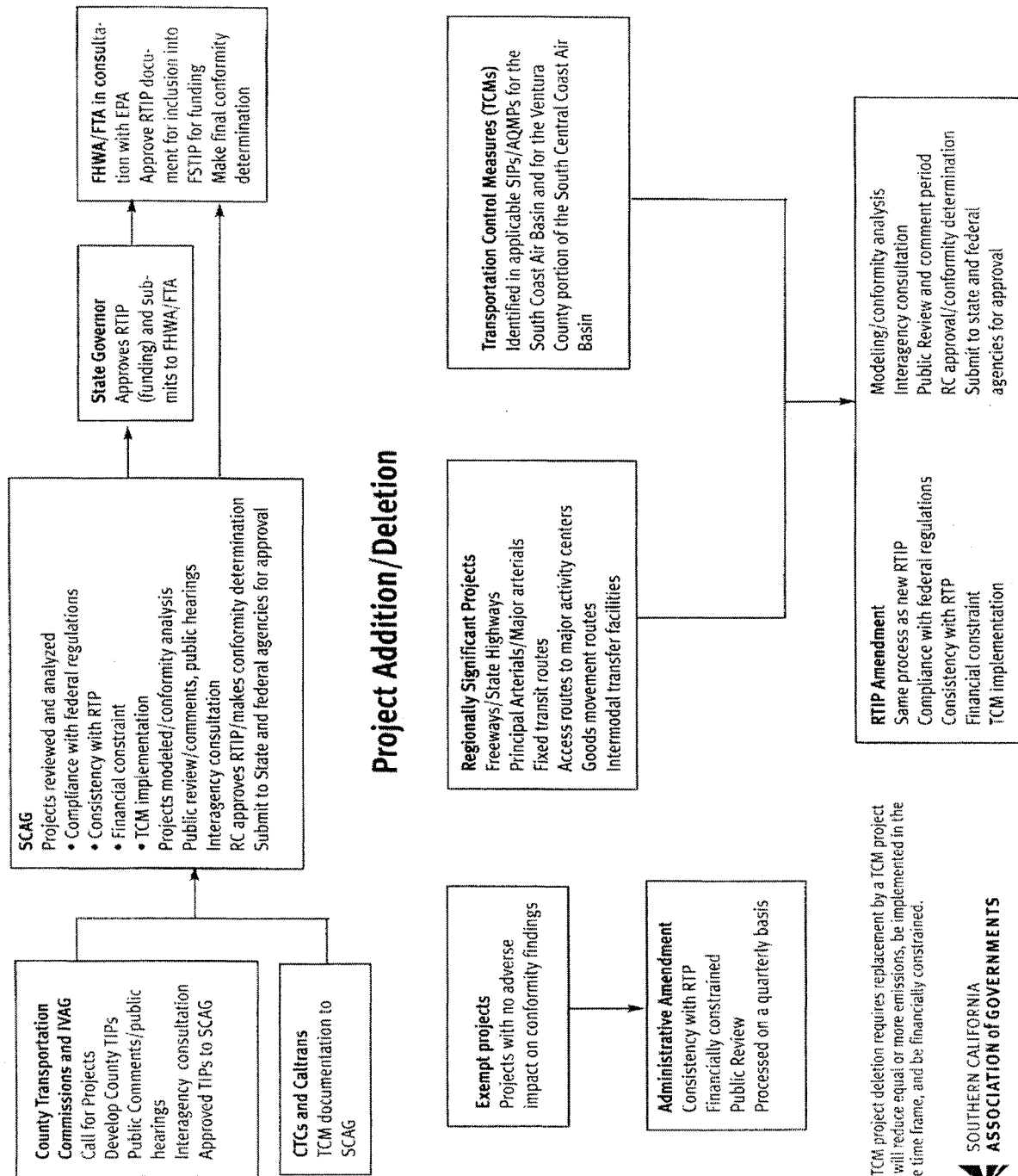
criteria other than population alone, i.e., there must be some correlation between selection and measurable need).

5. County TIPs shall be submitted to SCAG and are incorporated into SCAG's Regional TIP. The Regional TIP will be adopted by SCAG's Regional Council following the appropriate interagency consultation, public review and comments period, and following its presentation to, review and comments by the Regional Transportation Agencies' Coalition (RTAC). SCAG's adoption will include the associated conformity findings. If SCAG is unable to resolve identified conflicts, SCAG will adopt the components of the program which are possible to adopt and refer back to the respective county for reconciliation of those projects which present conformity conflicts. In the event the respective county transportation commission or IVAG is unable to reconcile the conflict in a timely manner, recommendations will be made by RTAC.

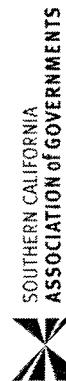
**Note: Any amendment to the RTIP that adds or significantly changes the design concept and scope of a non-exempt regionally significant project, and which has not been accounted for in the regional emissions analysis, requires a full conformity analysis and a new regional emissions analysis.**

**SCAG staff will have no recourse but to remove from consideration any project for which full and accurate information is missing or not submitted in a timely manner. A county should wait for the next RTIP adoption cycle to delete any non-exempt projects.**

## Standard Biannual RTIP Development Process



Any TCM project deletion requires replacement by a TCM project that will reduce equal or more emissions, be implemented in the same time frame, and be financially constrained.



1345: RTIP Dev process 5/03

## II. SCHEDULES AND SUBMITTALS

### A. Schedules

#### WORKING DRAFT

**Adoption Schedule for the  
FY2008 Regional Transportation Improvement Program**  
(Schedule subject to change as a result of the State's FSTIP Participation Plan Requirements)

September 2007	Draft of 2008 RTIP Guidelines
October 2007	Final 2008 RTIP Guidelines
December 3, 2007	<p>DEADLINE – PROJECT SUBMITTAL TO SCAG All projects input into Regional Database. Projects must be consistent with the 2007 RTP</p> <p>Projects to be submitted in amendment format for all of the following project types:</p> <ol style="list-style-type: none"> <li>1. New Projects (<i><b>specify when projects received board approval and/or CTC approval, etc.</b></i>)</li> <li>2. Deleted projects (provide reason)</li> <li>3. Changes to modeled projects.</li> <li>4. Completed projects</li> </ol> <p>Database locked down Financial Plans Due including Financial Certification Resolution Timely Implementation Report Due</p>
(_____, 2008)	IVAG/County Transportation Commissions transmit copy of 2009 STIP/ RIP to SCAG
January 2 – April 30, 2008	<p>SCAG staff, working with Caltrans and County Commissions, will analyze project submittals.</p> <ul style="list-style-type: none"> <li>• Analyze projects for consistency with 2007 RTP</li> <li>• Identification of Modeled Projects</li> <li>• Analyze projects for conformity</li> <li>• Financial Constraint</li> <li>• Programmatic Analysis</li> <li>• Modeling <u><b>details</b></u> entered into RTIP database</li> </ul>
March 1 – April 28, 2008	Modeling and analytical work including timely implementation activities.

May 5, 2008	Modeling Report due to RTIP Section
May 1 – May 30, 2008	Final draft write up & Management Review Period
May/June, 2008	Presentation of 2008 RTIP to RTAC to fulfill AB1246 requirement
June 5, 2008	2008 RTIP sent out for reproduction
June 16, 2008	30-Day Public Review period starts
Mid June – Mid July, 2008	Public Hearings
July 3, 2008 (may change due to holiday)	Transportation and Communications Committee Energy and Environment Committee
August 7, 2008	Transportation and Communications Committee Regional Council scheduled to adopt RTIP
August 9, 2008	Report transmitted to Caltrans, FHWA, FTA, EPA Upload to Caltrans CTIPS database
October 2008	Conformity Determination approved by Federal Agencies

**TO BE UPDATED WHEN THE CTC ADOPTS THE STIP FUND ESTIMATE**

<b>2008 State Transportation Improvement Program (STIP)</b>	
August 2007 (Delayed)	Fund Estimate due to the California Transportation Commission
TBD	California Transportation Commission Adopts the Fund Estimate (postponed from August 18, 2005)
TBD	Regional Improvement Program (RIP) due to the California Transportation Commission
TBD	California Transportation Commission adopts the STIP and submits to the legislature

**RTIP Amendment Schedule  
FY2008 Regional Transportation Improvement Program**

Note: This schedule is subject to change. Amendment schedules are coordinated through consultation with county transportation commissions and IVAG.

**Amendment #08-01**

September 22, 2008	County Submittal to SCAG
October 27, 2008	Public Review and Web Posting
November 25, 2008	SCAG submits amendment #08-01 to Funding Agencies

**Amendment #08-02**

January 12, 2009	County Submittal to SCAG
February 27, 2009	Public Review and Web Posting
March 30, 2009	SCAG submits amendment #08-02 to Funding Agencies

**Amendment #08-03**

May 1, 2009	County Submittal to SCAG
June 12, 2009	Public Review and Web Posting
July 14, 2009	SCAG submits amendment #08-03 to Funding Agencies

**Amendment #08-04**

September 18, 2009	County Submittal to SCAG
October 30, 2009	Public Review and Web Posting
November 30, 2009	SCAG submits amendment #08-04 to Funding Agencies

## PROCEDURES FOR FEDERAL STATEWIDE TRANSPORTATION PROGRAM (RTIP/FSTIP) MODIFICATIONS

The following procedures are applicable for processing modifications to the Federal Statewide Transportation Improvement Program (FSTIP). In accordance with the provisions of 23 CFR 450, transportation improvement programs (TIPs) developed by MPOs are incorporated into the FSTIP and as such, these procedures are also applicable to TIP modifications.

In accordance with 23 CFR 450.216(c), projects in any of the first three years of the FSTIP may be moved to any other of the first three years of the FSTIP subject to the project selection requirements of 23 CFR 450.222. Such modifications do not require approval, provided expedited project selection procedures have been adopted in accordance with 23 CFR 450.332 and the required interagency consultation or coordination is accomplished and documented.

### **1) DEFINITIONS:**

**A) Administrative Actions** or administrative amendments are minor changes to the FSTIP/TIP that:

1. Revise a project description without changing the project scope or conflicting with the environmental document;
2. Revise the funding amount listed for a project's phases. Additional funding is limited to the **lesser of** 20 percent of the project cost or \$2 million;
3. Change the source of funds;
4. Change a project lead agency;
5. Splits or combines individually listed projects; as long as cost, schedule, and scope remain unchanged;
6. Changes required information for grouped project (lump sum) listings; or,
7. Adding or deleting projects from grouped project (lump sum) listings as long as the funding amounts stay within the guidelines in number two above.

Administrative amendments can be processed in accordance with these procedures provided that:

1. It does not affect the air quality conformity determination, including timely implementation of Transportation Control Measures (TCMs), **and**
2. It does not impact financial constraint.

**B) Amendments** or formal amendments are all other modifications to FSTIP/TIP that are not Administrative Actions.

**2) PROCEDURES:****A) Administrative Actions** (Administrative Amendments)

Each MPO-approved administrative action will be forwarded to Caltrans Headquarters, Division of Transportation Programming for approval on behalf of the Governor. The MPO Board may delegate approval of Administrative Actions to the MPO's Executive Director. If the MPO Board delegates approval of Administrative Actions to the Executive Director, the MPO will need to provide copies of the delegation to Caltrans, FHWA, and FTA.

Once approved by Caltrans, on behalf of the Governor, the Administrative Action will be incorporated into California's FSTIP and no Federal action will be required. Caltrans will notify the MPO, FHWA, and FTA of the approved administrative action.

**B) Amendments** (Formal Amendments)

Amendments to the FSTIP must be developed in accordance with the provisions of 23 CFR 450.326 and/or 23 CFR 450.216, and approved by the Federal agencies in accordance with 23 CFR 450.220. Each approved MPO TIP amendment will be forwarded to Caltrans Headquarters, Division of Transportation Programming for approval on behalf of the Governor. (To expedite processing, the MPO will also forward a copy of the amendment to FHWA and FTA at the same time the amendment is sent to Caltrans) Once approved by Caltrans, on behalf of the Governor, Caltrans will forward the amendment to FHWA and FTA for Federal approval. Once approved by FHWA and FTA the amendment will be incorporated into California's FSTIP. The FHWA and FTA approval will be addressed to Caltrans, with copies to the MPO.

**3) DISPUTE RESOLUTION:**

If a question arises on the interpretation of the definition of an administrative action (amendment), Caltrans, the MPO, FHWA and FTA (the parties) will consult with each other to resolve the question. If after consultation, the parties disagree on the definition of what constitutes an administrative action (amendment), the final decision rests with the FTA for transit projects and FHWA for highway projects.

The above listed criteria for administrative amendments are identical to the criteria posted on the Caltrans transportation web page dated 6/10/07. Any amendment that is not consistent with the administrative amendment criteria shall be considered a formal amendment request.

## SCAG STAFF REVIEW OF RTIP AMENDMENTS

Outlined below is a summary of the process used by SCAG to analyze RTIP amendments.

- Quick review of amendment submittals to insure that all components were transmitted by the county transportation commissions and IVAG
- Confirm that the County Financial Plan bottom line is in balance
- County amendment comparison reports are prepared
- RTIP staff starts amendment analysis
- Staff analyzes each field that changed in the proposed amendment. Staff analyzes the changes to determine what impacts the changes may have on the:
  1. Regional Emissions Analysis,
  2. Timely Implementation of Transportation Control Measures,
  3. Conformity Determination,
  4. Clear reason for cost increases or decrease over 20%,
  5. Back-up documentation is provided for changes in funding.
- Analyze new projects for a clear project scope and determine if project is:
  1. Exempt from a the regional emissions analysis; or,
  2. Project is consistent with the existing conformity determination,
  3. Eligible for proposed funding.
- Analyze proposed deleted projects to ensure that there is no impact to:
  1. Regional Emissions Analysis,
  2. Timely Implementation of Transportation Control Measures,
  3. Conformity Determination.
- For changes or the addition of new projects determine that the proposed state (STIP, SHOPP, HBP) and/or federal funds are approved by the respective agency.
- Analysis of County Financial Plan Summary.
- Insure that the county's narrative is consistent with the proposed changes in the RTIP database.
- RTIP staff coordinates with conformity staff for any Projects relying on the existing conformity determination.

Products Posted on the SCAG web site (<http://www.scag.ca.gov/rtip/>) for public review of formal amendments include:

- County amendment comparison reports.
- Conformity determination.
- Conformity determination project listing.
- SCAG Regional Financial Summary.
- Public Notice.

After approval by SCAG, amendments are forwarded to Caltrans for review and approval. After Caltrans approval, amendments are forwarded to FHWA and FTA for review and approval.

**Note: Administrative amendments do not require formal posting**



**FY 2008/09-20013/14****COUNTY TRANSPORTATION IMPROVEMENT PROGRAM****CHECK LIST AND DUE DATES**

- ☐ COUNTY TRANSPORTATION IMPROVEMENT PROGRAMS – ALL CHANGES TO THE SCAG RTIP REGIONAL DATABASE (RTIP DATABASE)  
**DUE BY DECEMBER 3, 2007.**
- ☐ PROJECT SUBMITTAL/COMPONENTS OF RTIP DOCUMENT  
APPENDIX – CONGESTION MITIGATION AND AIR QUALITY PROJECTS  
**DUE BY JANUARY 30, 2008.**
  - Supplemental documentation containing the entire scope of the project as contained in the project sponsor's application.
- ☐ CONSULTATION (INTERAGENCY AND PUBLIC INVOLVEMENT)  
**DUE BY DECEMBER 21, 2007.**
  - Public Hearings throughout the SCAG region to be scheduled in June and July 2008.
  - County TIP submittals must include documentation detailing the public participation and interagency consultation process. Also, CTCs and IVAG need to include copies of public notices, agendas and audio or written transcripts of public meetings held during the development and adoption phases of the transportation improvements program.
- ☐ TIMELY IMPLEMENTATION OF COMMITTED TCMs  
**DUE BY DECEMBER 3, 2007.**  
(SCAG will provide a listing of TCMs programmed in the 2006 RTIP to the counties by September 1, 2007)
  - Provide an update on the timely implementation of TCMs.
- ☐ FINANCIAL PLAN AND RESOLUTIONS  
**DRAFT – BALANCED PLAN DUE BY DECEMBER 3, 2007; FINAL - DUE BY Feb 15, 2008.**
- ☐ LUMP SUM PROJECT LISTING SENT ON DISK, AS REQUESTED ON PAGE 25  
**DUE BY DECEMBER 3, 2007.**
- ☐ MAPS OF NEW MODELED PROJECTS  
**DUE BY DECEMBER 3, 2007**

## **B. Submittals to SCAG**

There are various items that are due to SCAG when submitting County TIPs and TIP amendments. These required submittals are described below. Each county's submittal must be accompanied with a cover letter listing the submittals and any outstanding items.

### **1. Timely Implementation of Transportation Control Measures (TCMs) and TCM Identification**

Federal Metropolitan Planning regulations at 23 C.F.R. §450.324(d) require applicable nonattainment and maintenance areas to provide for the "timely" implementation of TCMs consistent with schedules included in the applicable SIP for each air basin/air district.

CTCs in the South Coast Air Basin (SCAB) and the Ventura County portion of the South Central Coast Air Basin (in cooperation with VCAPCD) must identify TCM projects by selecting "TCM" as the Conformity Category code in the SCAG RTIP Database. Refer to page 35 of these guidelines to learn more about TCMs and how to identify committed TCM projects. If a committed TCM constitutes a portion of a larger non-TCM project, a description (and dollar amount) of the TCM portion must be provided in the TCM Comment field in the Comment screen of the SCAG RTIP Database.

CTCs in the SCAB and the SCCAB are also required to document the implementation of all TCMs identified as committed TCMs in the RTIP (see page 35 for a description of committed TCMs). The status of implementation for each committed TCM project must be entered in the TCM Comment field in the Comment screen of the SCAG RTIP Database.

TCMs are not required in the SSAB and the MDAB, therefore, identification or reporting of TCMs does not apply in these two air basins.

To facilitate reporting on timely implementation of TCMs in the SCAB and the Ventura County portion of the SCCAB, TCMs are identified in the RTIP as "TCM" in the Conformity Category field and SCAG will use the interagency consultation process to provide ongoing guidance to support timely implementation of committed TCMs.

#### **a. South Coast Air Basin**

Under the Air Quality Management Plan/State Implementation Plan (AQMP/SIP) requirements for the South Coast Air Basin, SCAG shall work with the affected counties to determine the timely implementation of TCMs.

The 1994 and the subsequent AQMPs/SIPs for ozone in the South Coast Air Basin define committed TCM projects as those projects identified in the first two years (the fiscally constrained portion) of the 2008 RTIP, which in turn, is required to be consistent with the adopted RTP. The AQMP/SIP also specifies that every time the RTIP is updated (as is the case with the 2008 RTIP), the projects contained in the standing AQMP/SIP are "rolled over". A "rollover" list will be compiled to include new projects in addition to ongoing projects from previous RTIPs. Completed projects (projects that have completed construction or have service in place) will be reported as complete and removed from the list. The rollover list will be monitored for adherence to the schedule established in the RTIP at the time a project is identified as a committed TCM. It should be noted that this

rollover process is distinct from the substitution process for TCM projects that are delayed or cancelled.

Substitution of individual TCMs will follow the process specified in the Clean Air Act (CAA) section 176(c). Section 176(c) of the CAA allows for the substitution of individual TCMs if certain conditions are met. The CTCs and/or project sponsors shall notify SCAG when a TCM project cannot be delivered or will be significantly delayed. SCAG and the CTCs will identify and evaluate possible replacement measures for individual substitutions, with consultation from the TCWG, which includes members from all affected jurisdictions, federal, state and/or local air quality agencies and transportation agencies. The TCM substitution process is further described in the TCM section of this document.

As a part of the conformity determination for the 2008 RTIP, SCAG will work with the CTCs and Caltrans to ensure timely implementation of committed TCM projects.

The 2008 RTIP also must demonstrate that the TCM projects are being funded in the future years (FFYs 2010/11-2013/14).

#### **b. Ventura County Portion of the South Central Coast Air Basin**

The 1994/5 and subsequent Ozone SIPs and their TCM strategies function for reporting on the timely implementation of TCMs in the Ventura County portion of the SCCAB.

### **2. Financial Plan and Resolution**

The Financial Plan demonstrates how each County TIP can be implemented in a fiscally constrained manner consistent with the RTP.

Under federal requirements, the RTIP shall include a financial plan that demonstrates how the approved TIP can be implemented. (23 CFR Part 450.324(h)). As the basis for finding the SCAG region has the capacity to fund the RTIP, a financial plan is required when submitting 2008 County TIPs and amendments. A description of the requirements for developing the Financial Plan is provided starting on page 56 of these Guidelines.

As part of the Financial Plan, a financial resolution is required as a certification to SCAG that projects and funding listed in County TIPs in the first two years are available and committed, and reasonably available in years three to six. A sample resolution follows which may be used for this certification. Each county must submit the certification with its 2008 County TIP submittal.

#### **SAMPLE FINANCIAL RESOLUTION**

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE (COUNTY) TRANSPORTATION COMMISSION WHICH CERTIFIES THAT (COUNTY) HAS THE RESOURCES TO FUND THE PROJCTS IN THE FFY2008/09 – 2013/14 TRANSPORTATION IMPROVEMENT PROGRAM AND AFFIRMS ITS COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE PROGRAM

WHEREAS, (County) Transportation Commission is located within the metropolitan planning boundaries of the Southern California Association of Governments; and

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requires SCAG to adopt a regional transportation improvement program for the metropolitan planning area; and

WHEREAS, the SAFETEA-LU also requires that the regional transportation improvement program include a financial plan that demonstrates how the transportation improvement program can be implemented; and

WHEREAS, the (County) Transportation Commission is the agency responsible for short-range capital and service planning and programming for the (County) area within SCAG; and

WHEREAS, as the responsible agency for short-range transportation planning, the (County) Transportation Commission is responsible for the development of the (County) Transportation Improvement Program, including all projects utilizing federal and state highway/road and transit funds; and

WHEREAS, the (County) Transportation Commission must determine, on an annual basis, the total amount of funds that could be available for transportation projects within its boundaries; and

WHEREAS, the (County) Transportation Commission has adopted the FFY 2008/09-2013/14 (County) Transportation Improvement Program with funding for FFY 2008/09 and 2009/10 available and committed, and reasonably committed for FFY 2010/11 through 2013/14.

NOW, THEREFORE, BE IT RESOLVED by the (County) Transportation Commission that it affirms its continuing commitment to the projects in the FFY 2008/09-2013/14 (County) Transportation Improvement Program (TIP); and

BE IT FURTHER RESOLVED, that the FFY 2008/09-2013/14 (County) TIP Financial Plan identifies the resources that are available and committed in the first two years and reasonably available to carry out the program in the last four years, and certifies that:

1. The Regional Improvement Program projects in the FFY2008/09-2013/14 (County) TIP are consistent with the proposed 2008 State Transportation Improvement Program scheduled to be approved by the California Transportation Commission in April 2008; and
2. All of the projects in the (County) TIP have complete funding identified in the Program except the (project \_\_\_\_\_) which will require additional funding in the 2010 STIP cycle. This project is in the County's number one priority for 2010 STIP funds. The (County) 2010 STIP Regional Improvement Program, as identified in the Financial Plan, will include sufficient funds to complete the project. Therefore, as required by the SAFETEA-LU, the Commission finds that full funding can reasonably be anticipated to be available for the (project) within the time period contemplated for completion of the project.
3. (County) has the funding capacity in its county Surface Transportation Program and Congestion Mitigation and Air Quality Program allocation to fund all of the projects in the FFY 2008/09-2013/14 (County) TIP; and

4. The local match for projects funded with federal STP and CMAQ program funds is identified in the RTIP.
5. All the Federal Transit Administration funded projects are programmed within SAFETEA-LU Guaranteed Funding levels.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

### **3. Mapping of Regionally Significant Projects**

CTC's and IVAG are required to submit a location map for each regionally significant project to be included in the regional emissions analysis. Maps such as "marked-up" Thomas Bros. Maps are useful to SCAG during County TIP analysis and for modeling purposes. Other helpful information includes project diagrams, funding applications and Project Study Reports (or excerpts). SCAG plans to incorporate GIS features as part of the SCAG RTIP Database in the future to end the need to submit project maps separately. The GIS mapping feature will not be available for development of the 2008 County TIPs.

### **4. Lump Sum Project Listings**

CTC's and IVAG are responsible for listing all projects and amounts associated with lump sum projects. Lump sum projects lists are due with the County TIP submittals and amendments because the projects within the lump sum will be evaluated for eligibility by SCAG, Caltrans and FHWA/FTA staff. Lump sum project lists are required by Caltrans and FHWA/FTA for approval of the RTIP and amendments. The project lists and associated cost should match the amounts programmed for the lump sum projects. Additional information on projects that can be grouped and submitted as lump sums can be found starting on page 47 of these Guidelines. Lump sum lists should be provided on computer disk.

### **5. RTIP Administrative and Formal Amendments**

SCAG will continue to process amendments that do not jeopardize the region's conformity on a quarterly basis. The amendment schedule is found on page 17 of these Guidelines and will be adjusted during the RTIP development cycle as needed. To ensure a fiscally constrained program, specific revenue sources are to be identified to fund new projects being added in an administrative amendment, or demonstrate that an equal amount of programming has been reduced. A financial plan (found on page 58 of these Guidelines) will be required with each County TIP amendment submittal as required by Caltrans to demonstrate that the first four years remain constrained.

### **III. TRANSPORTATION AIR QUALITY CONFORMITY AND MODELING**

#### **A. Transportation Air Quality Conformity Requirements**

The Federal Clean Air Act (CAA) establishes air quality standards for various pollutants. The federal requirements for air quality management are incorporated into the SIPs for those pollutants stipulated in the CAA. State of California requirements for transportation are incorporated into Senate Bill 45 (SB 45) and other California codes.

In compliance with the CAA requirements, the Transportation Conformity Rule establishes regulatory provisions for processing transportation plans, programs, and projects in the federal non-attainment and maintenance areas under Title 23 U.S.C., the Federal Transit Act, and Section 176(c) of the 1990 CAA Amendment. The Transportation Conformity Rule also regulates conformity to the SIPs. Federal transportation and air quality conformity regulations, which are outlined in the Transportation Conformity Rule (<http://www.fhwa.dot.gov/environment/conformity/rule.pdf>), require transportation plans, programs, and projects to “conform” to the SIP and thus, support attainment of federal air quality standards.

Areas within Southern California are designated as non-attainment and maintenance for multiple pollutants; these non-attainment areas have not attained federal health-based air quality standards (see maps starting on page 93). The Transportation Conformity Rule stipulates that transportation plans, programs (including the 2008 RTIP), and projects cannot receive federal funds unless they demonstrate conformity with the applicable SIPs, including meeting the emissions budgets included in each SIP.

For guidance on projects that are exempt from conformity requirements or are not regionally significant, see the Modeling section below.

The 2008 RTIP will complete the conformity process and findings in accordance with the criteria and procedures set in the Transportation Conformity Rule and all related court rulings.

The conformity determination is made by air basin, non-attainment area, and pollutant. There are five required tests for conformity determination of the RTIP:

- i. Interagency consultation and public involvement
- ii. Consistency with the RTP
- iii. Regional emissions analysis
- iv. Financial constraint
- v. Timely implementation of TCMs.

#### **B. Modeling**

##### **1. Regionally Significant Projects**

EPA conformity regulations require that the impacts of “Regionally Significant” projects be considered in the regional emissions analyses for regional transportation plans and TIPs regardless of funding sources (e.g. even 100% locally funded projects). EPA’s use of the

term “Regionally Significant” is intended to limit emissions analyses to those projects that would have significant impacts on regional travel, emissions and air quality. EPA defines the terms as follows:

*“Regionally Significant means a transportation project (other than an exempt project) that is on a facility which serves regional transportation needs (such as access to and from the area outside the region, major activity centers in the region, major planned developments such as new retail malls, sports complexes, etc., or transportation terminals as well as most terminals themselves) and would normally be included in the modeling of a metropolitan area’s transportation network, including at a minimum all principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel.”*

For the purpose of regional transportation modeling and regional emissions analysis in the SCAG region, **any transportation facility project meeting one of the following criteria is considered regionally significant:**

- a. **Freeways**
- b. **State Highways**
- c. **Principle Arterial** (Eight-lane divided roadway)
- d. **Major Arterial** (county defined)
- e. **Routes** that provide access to major activity centers such as amusement parks, regional shopping centers, military bases, airports and ports
- f. **Goods Movement Routes** including both truck routes and rail lines (including rural agricultural routes that provide goods to the regions)
- g. **Intermodal transfer facilities** such as transit centers, rail stations, airports, and ports
- h. **Fixed transit routes** such as light and heavy rail, commuter rail, and express bus routes

Each county is required to identify regionally significant projects by entering the appropriate *program code* for each project in the SCAG database. The codes are listed based on the program code type (i.e. the first two characters). For example, capacity enhancing improvements are coded as “CA,” while Non-Capacity Improvements are coded “NC.” To better identify projects of Regional Significance and Goods Movement projects, please utilize the Regionally Significant (“X”), Non-Regionally Significant (“N”), and Goods Movement (“Y”) program codes (see “References” section of the RTIP Guidelines). A regionally significant, capacity enhancing grade crossing project should be coded as “CAX61.” If the grade separation project will improve access to and from a port, the project should be coded as “CAY61” to identify it as a goods movement project.

The program codes also assist SCAG staff in identifying projects that require modeling. Modeled projects will be pulled from the SCAG Regional RTIP database based on the regionally significant program codes. It is imperative that the Program Code field is accurate to ensure that projects are modeled. Specific project information is required for modeling purposes. The required information for input for each type of project is found on the far right column of the table (see Table III-A: Modeling Information). Counties should enter this project information into the RTIP database as part of the project description and/or comment section.

In addition to the modeling information, counties should identify other projects not covered in the project list provided in Table III-A: Modeling Information. Examples of other regionally significant projects are goods movement routes, intermodal transfer facilities, and major fixed transit routes.

SCAG also models the type of projects listed below to provide accurate VMT estimates utilized in the regional emissions analysis. This information is to be submitted to the SCAG modeling section with the same deadline as the submittals for the RTIP cycle.

- (a) Major Arterial (Six-lane divided roadway)
- (b) Bus Routes (Express and local)

SCAG's Modeling Task Force and Transportation Conformity Working Group function as the responsible forums for interagency consultation to discuss which minor arterials and other projects, in addition to EPA's definition of regionally significant projects, shall be modeled.

**Table III-A: MODELING INFORMATION**

**(Use "X" codes for Regionally Significant projects,  
"N" for Non-Regionally Significant projects, and  
"Y" codes for Goods Movement Projects)**

<b>Project Category</b>	<b>Program Code(s)</b>	<b>Required Modeling Details</b>
<b>Interchange Projects</b> - New interchanges.	CART3 CARH3 CAXT3 CAYT3 CAX70 CAY70 CAX71 CAY71 CAN71 CAXT7 CAYT7 CANT7	1) Type of facility, length, beginning and end of the project 2) Number of lanes in each direction 3) Posted speed limits 4) New freeway interchange should include a sketch diagram showing the overall scope 5) For project with HOV facilities, also include number of HOV lanes in each direction and location of access/egress 6) Truck only or truck prohibition 7) Project completion date
- Interchange reconstruction projects that add capacity.	CARH3 CART3	1) Location, configuration, beginning and end points of the project and type of facility 2) Existing and proposed number of lanes in each direction 3) Posted speed limits



- Ramp widening and new ramps to existing interchanges.	CAN71 CANT71 CARH3 CART3 NCR88	1) Type of ramps, mixed flow or HOV exclusive 2) Existing and proposed number of lanes 3) Posted speed limits
- Interchange projects with auxiliary lanes.	NCN21 NCN37	Same as for interchange project 1) Type of auxiliary lanes including locations of beginning and end points. 2) Length and number of lanes 3) Posted speeds
- Existing over/under-crossings that add new ramps to become interchanges.	CAN66 CANT5 CAR75 CART0	Same as new interchange 1) Type of facility, length, beginning and end of the project 2) Number of lanes in each direction 3) Posted speed limits 4) New freeway interchange should include a sketch diagram showing the overall scope 5) For project with HOV facilities, also include number of HOV lanes in each direction and location of access/egress 6) Truck only or truck prohibition 7) Project completion date
<b>Local Road &amp; Arterial Projects</b>  - New local roads & arterials.	CAX66 CAY66 CAN66 CAXT5 CATT5 CANT5	1) Location and type of facility including length, beginning and end points of the project 2) Number of lanes in each direction 3) Divided, undivided, or continuous left turn lane 4) Signal optimization or turn prohibitor 5) Roadside parking restriction 6) Posted speeds
- New local road & arterial connections.	CAN66 CAX66 CAY66 CANT5 CAXT5 CAYT5	Same as above 1) Location and type of facility including length, beginning and end points of the project 2) Number of lanes in each direction 3) Divided, undivided, or continuous left turn lane 4) Signal optimization or turn prohibitor 5) Roadside parking restriction 6) Posted speeds
- Local road & arterial improvements that add capacity.	CAN76 CAX76 CAY76 CAR62 CAX62 CAY62 CAR63 CAX63 CAY63 CART2	1) Project length, beginning and end points of the improvement 2) Existing and proposed number of lanes 3) New capacity by signal optimization or parking restriction if no lane addition

	CAYT2	
<b>Bridge &amp; Grade Separation Projects</b>  - New bridges (Over-cross or Under-cross).	CAX65 CAY65 CAN65 CAXT4 CAYT4 CANT4 CAX72 CAY72	1) Location, length, posted speeds and number of lanes in each direction 2) Existing number of lanes and type of facility approaching or merging to the new bridge
- Bridge reconstruction projects that add capacity.	CAN72 CAXT8 CAYT8 CANT8 CAX75	1) Existing and proposed number of lanes in each direction 2) Change of facility type
- Grade separation projects that add capacity to local roads/highways.	CAY75 CAR75 CAXT0 CAYT0 CART0 CAX73 CAY73	1) Location, length, and facility type 2) Posted speeds and number of lanes in each direction 3) Change of facility type or capacity to the merging local roads or highways 4) Truck only or truck prohibition
New toll bridge facilities.	CAN73 CAXT9 CAYT9 CANT9	1) Location and toll charge
<b>State Highway Projects</b>  - New highways.	CAX66 CAY66 CAN66 CAXT5 CATT5 CANT5 CAX68 CAY68 CAN68 CAX67 CAY67 CAN67 CAXT6 CAYT6 CANT6 CAX69	1) Type of facility, length, beginning and end points of the project 2) Number of lanes in each direction 3) Posted speed limits 4) A sketch diagram showing the alignment or configuration of the new highway project 5) For project with HOV facilities, also include number of HOV lanes in each direction and location of access/egress 6) Truck only or truck prohibition 7) Toll facility also include toll rate, toll collection location and method 8) Project completion date
- New connections.	CAY69 CAN69 CAX62 CAY62 CAR62	1) Location and configuration of the new connection 2) Type of facility, number of lanes in each direction 3) Posted speed limits

- Mainline improvements that add capacity (general purpose and HOV lanes).	CAR62 CAX62 CAY62 CAX63 CAY63 CAR63 CART2 CAYT2	1) Length, beginning and end points of the project 2) Number of lanes in each direction 3) Posted speed limits
- Auxiliary lanes.	NCN21 NCN37	Same as above 1) Length, beginning and end points of the project 2) Number of lanes in each direction 3) Posted speed limits
- New HOV lanes.	CAR62 CAX62 CAY62	1) Number of HOV lanes in each direction and location of access and egress points 2) Auto occupancy threshold and hours of operation 3) Posted speed limits
<b>Bus Transit Projects</b> (Fixed-route, paratransit & inter-city/commuter bus)  - New bus routes.	BUO01 BUO00 BUN94 BUN93	1) Bus route and location of stops 2) Time and distance between stops 3) Headway, boarding fare and transfer fare 4) Park-and-ride facility and location, parking cost
- New bus service.	BUO01 BUO00 BUN94 BUN93	Same as for new bus routes 1) Bus route and location of stops 2) Time and distance between stops 3) Headway, boarding fare and transfer fare 4) Park-and-ride facility and location, parking cost
- Vehicle/Service expansions.	BUO01 BUO00 BUN94 BUN93	Same as above 1) Bus route and location of stops 2) Time and distance between stops 3) Headway, boarding fare and transfer fare 4) Park-and-ride facility and location, parking cost
- Construction of exclusive busways.	BUN94 BUN93 PAN74 PAN93	1) Location, beginning and end points of the busway 2) Bus route and location of stops 3) Headway for peak and off-peak periods, boarding fare and transfer fare 4) Park-and-ride facility and location, parking cost
<b>Mass Transit Facilities</b>  - New inter-modal transportation centers.	TRNH6	1) Location of the new center 2) Type of service including passengers and trucks 3) Parking facility for passengers
- New Multi-modal passenger stations.	TRNH6	1) Location of the new station 2) Rail, bus, and other transit services using the facility 3) New parking facility location and parking cost

Park and Ride Facilities	TDN64	1) Location of the new P&R facilities
- New Park & Ride facilities		

## 2. Non-federal / Non-regionally Significant Projects – 100% Locally Funded

A non-federal project is a highway or transit project that requires no federal funding or approval, but is funded by an agency that routinely receives funds from FHWA or the Federal Transit Administration (FTA). Caltrans, County Transportation Commission (CTC), city, county, or public transit agencies are examples of such agencies. **Projects that are 100% locally funded should only be included in the RTIP if projects meet at least one of the following criteria:**

- 1) Regionally Significant or Goods Movement project
- 2) Capacity Enhancing project
- 3) Funding for a future phase will be federal
- 4) Environmental document requires federal approval
- 5) Project will help meet TDM / Non-Motorized investment targets

All other non-federal and non-regionally significant projects should not be included in the RTIP. Limiting the number of locally-funded projects in the RTIP will significantly reduce the amount of staff time for everyone involved in inputting, reviewing and maintaining projects in the database.

## 3. Projects Exempt from Regional Emissions Analysis

Projects defined as exempt projects in §93.126 and listed in Table III-B: Projects Exempt from Regional Emissions Analysis of the transportation conformity rule are exempt from the requirement to determine conformity (not required for regional and project level analysis). Nevertheless, the emissions reductions from these projects can be included in the conformity analysis. Notwithstanding the other requirements of this subpart, highway and transit projects of the types listed in Table III-B: Projects Exempt from Regional Emissions Analysis are exempt from the requirement to determine conformity. Such projects may proceed toward implementation even in the absence of a conforming transportation plan and TIP. Additionally, a project may not be exempt if the MPO in consultation with other agencies, the EPA, FHWA (in case of a highway project), or the FTA (in case of a transit project) concur that the project has a potentially adverse emissions impact for any reason (see §93.105(c)(1)(III)). In such an event, a regional emissions analysis may be required. States and MPO's must ensure exempt projects do not interfere with TCM Implementation.

**Table III-B: Projects Exempt from Regional Emissions Analysis**

<p><b><u>Mass Transit</u></b></p> <ul style="list-style-type: none"> <li>Operating Assistance to transit agencies</li> <li>Purchase of support vehicles</li> <li>Rehabilitation of transit vehicles <sup>1</sup></li> <li>Purchase office, shop &amp; operating equipment for existing facilities</li> <li>Purchase of operating equipment for vehicles (e.g., radios, fare boxes, lifts)</li> <li>Construction or renovation of power, signal and communications systems</li> <li>Construction of small passenger shelters and information kiosks</li> <li>Reconstruction/renovation of transit buildings and structures (e.g., rail or bus buildings, storage &amp; maintenance facilities, stations, terminals &amp; ancillary structures)</li> <li>Rehabilitation or reconstruction of track structures, track and trackbed in existing rights-of-way</li> <li>Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet</li> <li>Construction of new bus or rail storage/maintenance facilities categorically excluded in 23 CFR 771</li> </ul> <p><b><u>Air Quality</u></b></p> <ul style="list-style-type: none"> <li>Continuation of ride-sharing and van-pooling promotion activities at current levels</li> <li>Bicycle and pedestrian facilities</li> </ul> <p><b><u>Safety</u></b></p> <ul style="list-style-type: none"> <li>Railroad/highway crossing</li> <li>Hazard elimination program</li> <li>Safer non-Federal-aid system roads</li> <li>Shoulder Improvements</li> <li>Increasing Sight distance</li> <li>Safety improvement program</li> <li>Traffic control devices and operating assistance other than signalization projects</li> </ul>	<p><b><u>Safety</u></b> (cont.)</p> <ul style="list-style-type: none"> <li>Railroad/highway crossing warning devices</li> <li>Guardrails, median barriers, crash cushions</li> <li>Pavement resurfacing and/or rehabilitation</li> <li>Pavement marking demonstration</li> <li>Emergency relief (23 USC 125)</li> <li>Fencing</li> <li>Skid treatments</li> <li>Safety roadside rest areas</li> <li>Adding medians</li> <li>Truck climbing lanes outside the urbanized area</li> <li>Lighting improvements</li> <li>Widening narrow pavements or reconstructing bridges (no additional travel lanes)</li> <li>Emergency Truck Pullovers</li> </ul> <p><b><u>Other</u></b></p> <ul style="list-style-type: none"> <li>Specific activities which do not involve or lead to construction, such as: <ul style="list-style-type: none"> <li>Planning and technical studies</li> <li>Grants for training and research programs</li> <li>Planning activities conducted pursuant to title 23 and 49 U.S.C.</li> </ul> </li> <li>Federal-aid systems revisions</li> <li>Engineering to assess social, economic and environment effects of the proposed action or alternatives to that action</li> <li>Noise Attenuation (sound walls)</li> <li>Emergency or hardship advance land acquisitions (23 CFR 712.204(d))</li> <li>Acquisition of scenic easements</li> <li>Plantings, landscaping, etc.</li> <li>Sign removal</li> <li>Directional and information signs</li> <li>Transportation Enhancement Activities (except rehabilitation &amp; operation of historic transportation buildings, structures or facilities)</li> <li>Repair of damage caused by natural disaster, civil unrest, or terrorist acts, except projects involving substantial functional, location, or capacity changes</li> </ul>
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<sup>1</sup> In PM<sub>2.5</sub> and PM<sub>10</sub> non-attainment or maintenance areas, such projects are exempt only if they are in compliance with control measures in the applicable implementation plan.

In general, exempt projects include all projects which have no emissions impact, and are considered to be neutral or de minimis. For projects such as travel demand management strategies for which air quality effects cannot be accurately assessed in a traditional regional modeling context, other accepted methods (reasonable professional practice) of quantifying their effects are encouraged (40 CFR §93.122(a)).

#### 4. Additional Projects Exempt from Regional Emissions Analysis

The projects listed in the table below are also exempt from regional emissions analysis requirements. A particular action of the type listed in the table below is not exempt from regional emissions analysis if the MPO in consultation with other agencies, the EPA, and the FHWA (in case of a highway project) or the FTA (in case of a transit project) concur it has a potential regional impact for any reason.

Note, while traffic signal synchronization may be approved, funded, and implemented without regional emission analyses, subsequent plans and TIPs need to include these projects in the regional emissions analysis. Therefore, project sponsors must provide location information on these projects.

**Table III-C: Additional Projects Exempt from Regional Emissions Analysis**

- |  |
|--|
| <ul style="list-style-type: none"> <li>▪ Intersection channelization projects – NCRH1</li> <li>▪ Intersection signalization projects at individual intersections – NCNH2</li> <li>▪ Interchange reconfiguration projects (Interchange Modifications/Replacement) – NCRH3</li> <li>▪ Changes in vertical and horizontal alignment (Curve Correction/improve Alignment) – NCRH4</li> <li>▪ Truck size and weight inspection stations – NCRH5</li> <li>▪ Bus terminals and transfer points (Passenger Stations/ Facilities) – New:TRNH6; Upgrade:TRRH6</li> </ul> |
|--|

While traffic signal synchronization may be approved, funded, and implemented without regional emission analyses, subsequent plans and TIPs need to include these projects in the regional emissions analysis.

In general, exempt projects include all projects which have no emissions impact, and are considered to be neutral or de minimis. For projects such as travel demand management strategies for which air quality effects cannot be accurately assessed in a traditional regional modeling context, other accepted methods (reasonable professional practice) of quantifying their effects are encouraged (40 CFR §93.122(a)).

#### IV. TRANSPORTATION CONTROL MEASURES (TCMs)

##### A. Timely Implementation of TCMs

Transportation Control Measures (TCMs) are specific transportation projects and programs committed to help improve air quality. TCMs are required by the federal Clean Air Act in non-attainment areas that are classified as “severe” and above (§7511a(d)(1)), and provide multiple benefits, including reductions of emissions and improvements to mobility and accessibility and can help support better urban form.

Southern California has the worst air quality in the nation and must implement all reasonably available measures to support attainment of federal and state air quality standards. The unique challenges in Southern California have called for an inclusive and flexible TCM development, implementation, and monitoring process, which is included in the SIP for the South Coast Air Basin. Within the South Coast Air Basin, TCM-type projects and programs that have implementation funding—right-of-way acquisition or construction funding for transit, non-motorized or HOV projects or program funding for behavioral or informational programs—within the first two years of the RTIP are committed TCMs. This ongoing rollover process has committed hundreds of projects and programs, which collectively will remove tons of air pollution each day from Southern California’s skies.

##### B. TCM Categories and Definitions

A TCM-type project or program is any transportation project or program that reduces vehicle use or changes traffic flow or congestion conditions for the purposes of reducing emissions from transportation sources and improving air quality.

TCM-type Projects and Programs: Only those projects meeting the specifications defined in the prevailing SIP are designated as TCMs. These categories define the region’s transportation strategies and control measures to reduce air pollution emissions from on-road mobile sources and provide guidance on the types of projects that can be considered in the event that a TCM substitution becomes necessary.

In the SCAG region, two ozone non-attainment areas have TCMs: the South Coast Air Basin (SCAB) and the Ventura County portion of the South Central Coast Air Basin (VC/SCCAB). The State Implementation Plans (SIPs) for both areas are being revised.

For the VC/SCCAB, the current TCM categories are: Clean Fuel Bus Fleets and Support Facilities; Improved Public Transit; Bicycle and Pedestrian Facilities; and Traffic Flow Improvements. A specific list of projects, consistent with the TCM categories, is listed by VCTC in each RTIP.

In the South Coast Air Basin (SCAB), TCMs are defined in three main categories:

- Transit and non-motorized modes;
- HOV lanes and their pricing alternatives; and
- Information-based strategies.

Committed TCMs: As stated above, a TCM-type project or program becomes a *committed* TCM once funds have been programmed by the CTCs in the first two years of the RTIP.

Committed TCM projects have funds programmed for right-of-way acquisition or for post-design implementation in the first two years of the prevailing RTIP or RTIP amendment. Projects with funds programmed for PE only are not TCMs. If a TCM project or program is programmed through an RTIP amendment, then the TCM project or program becomes a committed TCM that must be operational by the completion date provided in the amendment.

TCMs for Timely Implementation Reporting: Once a TCM project or program is committed for implementation in the first two years of the RTIP, the committed TCM project must be operational or implemented by the completion date committed to in the prevailing RTIP or RTIP amendment. The completion date for committed TCMs will be used to track timely implementation for the Timely Implementation Report, submitted as part of each Conformity Determination. The primary analysis for Timely Implementation Reporting will be done as part of the two-year RTIP cycle, although completion status of committed TCM projects must be continuously monitored to ensure that committed TCMs are on schedule.

Completed, operational TCM projects will be included in the TCM Timely Implementation Report in the Conformity Determination directly subsequent to project completion, and then completed projects will be removed from the list. SCAG will maintain an internal list of completed TCM projects.

SCAG is improving the RTIP database to include new and improved reporting and project monitoring functionality for TCMs. Every project designated as a TCM will carry with its record the date on which it was proposed and the project completion date anticipated at that time. These two date records will carry forward in the new RTIP database, and be a part of subsequent implementation reports, and will be reported to federal and other agencies. Furthermore, SCAG is refining the list of currently committed TCMs and once SCAG has received input from the CTCs, SCAG plans to present the list to the Transportation Conformity Working Group in autumn of 2007 for further review and comments. The finalized list, including the committed completion date of each project will provide the basis for the Timely Implementation Report for the 2008 RTIP.

TCM projects require priority in funding (with special claim on CMAQ and STP funds), as well as demonstration of timely implementation, in accordance with the schedule provided in the RTIP. This means that in the event of a funding shortfall, TCM projects must be funded and implemented before non-TCM projects. In addition, all projects properly designated as TCMs in the first two years must be tracked for timely implementation, and, in the event that a project is delayed or cancelled, substitute projects that provide equivalent air quality improvement benefits must be initiated in a timely manner.

Once a TCM project is committed for implementation in an RTIP, the implementation status must be reported on in subsequent RTIPs until the project has been completed. All committed TCMs must be implemented on schedule to avoid a conformity lapse. If implementation obstacles arise, the obstacles must be overcome. Any development affecting implementation of a committed TCM will be reported to SCAG by the CTCs on an on-going basis. In the event that a committed TCM project encounters an obstacle to implementation, the implementing agency, SCAG, and the Transportation Conformity Working Group (TCWG) will work together to overcome the delay.



### **C. TCM Rollover Process**

TCMs Rollover Process: Approximately every two years, as the RTIP is updated, additional TCMs will be added to the South Coast AQMP/SIP based on the new RTIP and the RTIP Guidelines. The “rollover” of TCMs will update the AQMP/SIP to include new projects in addition to ongoing projects from previous RTIPs. The TCMs “rolled over” will be monitored for adherence to the schedule established in the RTIP at the time a project is identified as a committed TCM. The identification of TCMs from the RTIP shall be agreed upon by both SCAG and the appropriate CTCs.

The rollover of the RTIP must be adopted by SCAG’s Regional Council, in accordance with the RTIP adoption process, as described below.

- The Draft RTIP is reviewed by various SCAG Committees, Task Forces, and Working Groups, such as the standing Transportation and Communication Committee;
- The Transportation Conformity Working Group (TCWG), which serves as the interagency consultation group, reviews the proposed TCMs and RTIP;
- Public notification is provided through newspapers in the affected sub-regions as well as on SCAG’s website;
- Draft RTIP materials are distributed, with appropriate cover letters, to approved public libraries and facilities and also made available on SCAG’s website for access by the public;
- Input received is compiled and analyzed, and responses to comments are provided by SCAG Staff, and made available to the public;
- A summary of comments received during the public comment period along with SCAG’s responses, following the close of the public comment period, is incorporated into the final RTIP;
- The Final RTIP is adopted by SCAG’s Regional Council;
- SCAG’s adopted RTIP is submitted to the State for funding approval and to the federal agencies (FHWA, FTA and EPA) for conformity approval.

### **D. Substitution of Individual TCMs**

The CTCs and/or project sponsors shall notify SCAG when a TCM project cannot be delivered or will be significantly delayed. SCAG and the CTCs will identify and evaluate possible replacement measures for individual substitutions, through the TCWG, which includes members from all affected jurisdictions, federal, state and/or local air quality agencies and transportation agencies.

Substitution of individual TCMs will follow the process specified in the CAA section 176(c). Section 176(c) of the CAA allows for the substitution of individual TCMs if certain conditions are met. These include:

- “(i) if the substitute measures achieve equivalent or greater emissions reductions than the control measure to be replaced, as demonstrated with an emissions impact analysis that is consistent with the current methodology used for evaluating the

replaced control measure in the implementation plan;  
"(ii) if the substitute control measures are implemented-

- "(I) in accordance with a schedule that is consistent with the schedule provided for control measures in the implementation plan; or  
"(II) if the implementation plan date for implementation of the control measure to be replaced has passed, as soon as practicable after the implementation plan date but not later than the date on which emission reductions are necessary to achieve the purpose of the implementation plan;

"(iii) if the substitute and additional control measures are accompanied with evidence of adequate personnel and funding and authority under State or local law to implement, monitor, and enforce the control measures;

"(iv) if the substitute and additional control measures were developed through a collaborative process that included--

- "(I) participation by representatives of all affected jurisdictions (including local air pollution control agencies, the State air pollution control agency, and State and local transportation agencies);  
"(II) consultation with the Administrator; and  
"(III) reasonable public notice and opportunity for comment; and

"(v) if the metropolitan planning organization, State air pollution control agency, and the Administrator concur with the equivalency of the substitute or additional control measures.

In addition to the conditions above, the substitute project shall be in the same air basin and preferably be located in the same geographic area and preferably serve the same demographic subpopulation as the TCM being replaced.

A substitution does not require a new conformity determination or a formal SIP revision. Adoption of the new TCM in coordination with EPA concurrence will rescind the original TCM and apply the new measure.

SCAG will maintain documentation of all approved TCM substitutions. The documentation will provide the emissions analysis as well as a description of the substitution process, including a list of the committee or working group members, public hearing and comment process, and evidence of SCAG adoption. Compliance with the provisions listed above will ensure adequate emissions reductions are achieved in a TCM substitution.

**Table IV-A: TCM Project Categories in the South Coast Air Basin (SCAB)**

<b>Project Description</b>	<b>Program Codes</b>
<b>A. High Occupancy Vehicle Measures</b> <i>HOV projects and their pricing alternatives.</i>	
▪ New HOV Lanes – Extensions and Additions to Existing Facilities	CAN69, CAX69, CAY69
▪ New HOV Lanes – With New Facility Projects	CAN69, CAX69, CAY69
▪ New HOV Lanes -- With Facility Improvement Projects	CAN69, CAX69, CAY69
▪ HOV Bypasses, Connectors, and New Interchanges with Ramp Meters	CAN69, CAX69, CAY69, CAN66, CAX66, CAY66, CAN71, CAX71, CAY71
▪ High Occupancy Toll (HOT) Lanes and Pricing Alternatives	CAN69, CAX69, CAY69
<b>B. Transit and System Management Measures</b> <i>Bus, rail and shuttle transit expansion and improvements; park and ride lots and inter-modal transfer facilities; bicycle and pedestrian facilities; railroad consolidation programs such as the Alameda Corridor, grade separation projects, channelization, over-passes, underpasses; traffic signalization; intersection improvements.</i>	
<b>Transit</b>	
▪ Rail Track – New Lines	TRN92, LRN92, RAN92
▪ Rail Track – Capacity Expansion of Existing Lines	TRN92, LRN92, RAN92, TRR14, TRN14
▪ New Rolling Stock Acquisition -- Rail Cars and/or Locomotives	CON94, CON93, COR17, COR16
▪ Express Busways – Bus Rapid Transit and Dedicated Bus Lanes	
▪ Buses – Fleet Expansion	BUN94, BUN93
▪ Shuttles and Paratransit Vehicles – Fleet Expansion	PAN94, PAN93
<b>Intermodal Transfer Facilities</b>	
▪ Rail Stations - New	TRNH6
▪ Rail Stations - Expansion	TRRH6
▪ Park & Ride Lots – New	TDN64
▪ Park & Ride Lots – Expansion	TDR64
▪ Bus Stations & Transfer Facilities – New	TRNH6
▪ Bus Stations & Transfer Facilities – Expansion	TRRH6
<b>Non-motorized Transportation Mode Facilities</b>	
▪ Bicycle & Pedestrian Facilities - New	NCN25
▪ Bicycle & Pedestrian Facilities - Expansion	NCR25
▪ Bicycle Facilities - New	NCN26

▪ Bicycle Facilities - Expansion	NCR26
▪ Pedestrian Facilities - New	NCN27
▪ Pedestrian Facilities - Expansion	NCR27
<b>C. Information-based Transportation Strategies</b>  <i>Programs that promote and popularize multi-modal commute strategies to maximize alternatives to single-occupancy vehicle commute trips; marketing and promoting the use of HOV lanes or rail lines to the general public; educating the public regarding cost, locations, accessibility and services available at Park and Ride lots; promoting and marketing vanpool formation and incentive programs; promoting ride-matching services through the Internet and other means of making alternative travel option information more accessible to the general public; Urban Freeway System Management improvements; Smart Corridors System Management programs; Congestion Management Plan-based demand management strategies; county-/corridor-wide vanpool programs; seed money for transportation management associations (TMAs); and TDM demonstration programs/projects eligible for programming in the RTIP.</i>	
▪ Marketing for Rideshare Services and Transit/TDM/Intermodal Services	TDM20, TDM24
▪ Intelligent Transportation Systems/Control System Computerization	Various, See TDM codes list
▪ Telecommuting Programs/Satellite Work Centers	TDM24
▪ Real-time Rail, Transit, or Freeway Information Systems (changeable message signs)	ITS05, ITS01, ITS12

The county transportation commissions need to accurately enter the program code associated with TCMs for each project in the RTIP database. The RTIP Guidelines provide a listing of these codes.

**Additional TCM/RTIP Listing Notes (pertains only to SCAB):**

- Transit expansions to add service or vehicles are TCMs.
- Transit projects using funds for operating expenses are **not** TCMs.
- Transit bus replacement projects are **not** TCMs
- Safety and maintenance projects are **not** TCMs.
- Transit alternative fuel replacement projects are **not** TCMs.
- Transit replacement and maintenance projects should be listed separately in the RTIP, not in conjunction with the purchase of new additional transit buses.
- In the SCAB, any transit project is either a TCM project or an Exempt project.

Projects may be eligible for CMAQ funding, but not be TCMs (e.g., replacement of an old bus with an alternative fuel bus).

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## **V. PROGRAMMING**

### **A. Funding-Related Programming Requirements**

#### **1. General**

Federal law requires that all projects funded under Title 23 of the U.S. Code and Federal Transit law be included in the RTIP. The RTIP should also include all 100% locally-funded projects that require modeling (such as capacity enhancing projects) and local projects that require federal approval of the environmental document for non-exempt (non-CE) projects (refer to the discussion below on federal approval of environmental documents). The RTIP must be consistent with federal regulations which stipulate that fiscal constraint shall be demonstrated and maintained by year for the first four years of the RTIP. Advance Construction projects must meet the same requirements and be processed in the same manner as regular Federal-aid projects (see related guidance, "FHWA-FTA Fiscal Constraint Guidance").

#### **2. Federal Approval of Environmental Documents**

Federal approval of the NEPA document is required for all Federal transportation projects. A transportation project is considered to be a federal project when: 1) a project is proposed for funding with Title 23 U.S.C. or Federal Transit Act funding, or 2) a project requires a Federal approval action by FHWA/FTA (e.g. interstate access approval). In order for FHWA/FTA to approve a NEPA document, all programming and transportation conformity requirements need to be met.

If a project sponsor is expecting a Federal project approval, including approval of the NEPA document, the programming in the RTIP should be consistent with that identified in the project development schedule. If right-of-way and/or construction funding is outside the first three-year timeframe of the RTIP, FHWA will consider approval of the NEPA document if programming is consistent with the project development schedule, the project is included in the financially-constrained RTP, and transportation conformity requirements are met. In federal nonattainment and maintenance areas, the Clean Air Act and the Transportation Conformity Rule (40 CFR 93.104) require that proposed projects be found to conform to the State Implementation Plan (SIP) before they are adopted, accepted, and approved for funding by FHWA or FTA. To be found to conform, the project's design concept and scope should be submitted for inclusion in the regional emissions analysis for the RTP and RTIP and should not have changed significantly from what was modeled in the regional emissions analysis. For additional information on the Transportation Conformity Requirements, refer to page 26 of these Guidelines.

#### **3. Programming of Projects that do not Fit in any of the Three Phases**

Certain project types do not fit in any of the three available programming phases: PE, R/W, and Construction. These projects include ITS (non-planning phase), TDM (Rideshare), operations (including security), administrative (non-planning), and vehicle and equipment purchases. These types of projects should be programmed in the Construction phase for consistency.

#### **4. Congestion Mitigation and Air Quality Program**

All federal requirements regarding transportation project and program eligibility for the Congestion Mitigation and Air Quality Improvement (CMAQ) program funds are outlined in the guidance titled "Final Guidance for the Congestion Mitigation and Air Quality Improvement Program" effective October 31, 2006. The CMAQ Guidance is available on the web at <http://www.fhwa.dot.gov/environment/cmaq06gm.htm>. The primary purpose of the CMAQ program is to fund projects and programs in air quality non-attainment and maintenance areas (ozone and carbon monoxide) that reduce transportation-related emissions. CMAQ funds, however, are not intended to be the only source of funds to reduce congestion and improve air quality. Other federal funds such as Surface Transportation Program (STP) or Federal Transit Administration (FTA) capital funds can be used for this purpose. In the SCAG region, transportation projects and programs located in the South Coast Air Basin (SCAB), the Ventura County portion of the South Central Coast Air basin (SCCAB), the Los Angeles and San Bernardino county portions of the Mojave Desert Air Basin (MDAB), and the Riverside County portion of the Salton Sea Air Basin (SSAB) meet the CMAQ requirements and are eligible for CMAQ funds.

Counties should ensure that CMAQ project sponsors in their respective counties have copies of the CMAQ guidance so they know what projects are eligible for CMAQ funds. Caltrans routinely checks CMAQ projects for eligibility before obligating CMAQ funds.

Transportation projects and programs in PM<sub>10</sub> (particulate matter less than 10 microns in size) non-attainment areas must meet certain requirements to use the CMAQ funds. See the program guidance for PM<sub>10</sub> project-specific CMAQ funding requirements. FHWA is now requiring a copy of the emissions benefits calculation be included with each request for obligation of funds. FHWA will not approve the FNM-76 (E-76) for CMAQ-funded projects without the emissions benefits calculation.

Proposals for CMAQ funding should include a precise description of the project, providing information on the project's size, scope and timetable. CMAQ priority should be given to applicable transportation control measures (TCMs). The proposal for funding must be expected to result in reductions in carbon monoxide and ozone emissions.

FHWA has implemented an internet-based CMAQ Tracking System to assist the regions in preparing CMAQ program annual reports. FHWA is looking to transition away from the paper reports to an electronic data collection system. FHWA indicates that many users have found it easy, fast and efficient to submit reports through the CMAQ Tracking System. Additional information on the CMAQ Tracking System and how to log on is available at <http://www.fhwa.dot.gov/environment/cmaqpgs/index.htm>. Each of the CTCs and IVAG are responsible for submitting data to FHWA for their respective CMAQ programs.

#### **5. Identifying ITS Projects and Components**

ITS projects and projects with ITS components with federal funds must be consistent with the Southern California Regional ITS Architecture, which was adopted on April 7, 2005. This requirement is pursuant to 23 CFR 940.9 and 940.11. The Regional Architecture can be found on the web at <http://www.scaq.ca.gov/its>. In addition, ITS projects need to comply with Systems Engineering Requirements as a condition of the use of both Federal Transit and Federal Highway funds. Information on the System Engineering

Requirements for FHWA-funded ITS projects can be found in the Caltrans Local Assistance Procedures Manual (LAPM). The Caltrans LAPM can be found on the web at <http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>.

ITS projects and ITS components of larger projects should be identified when adding or amending projects to the RTIP. The CTCs & IVAG must identify ITS projects by selecting an ITS Program Code for the project (either a Primary Program Code or a Secondary) and by providing a description of the ITS component in the General Comment field in the Comment screen of the SCAG RTIP Database. For projects with ITS components, or if the total amount does not represent the cost of the ITS component, include the cost of the ITS component in the General Comment field. No other reporting of ITS projects or components is required beyond providing the information noted above in the SCAG RTIP Database.

## 6. Environmental Documentation

Providing the best available information regarding a project's environmental document is crucial for programming of projects in the RTIP.

Two items are required for each project to be entered into SCAG RTIP Database: the environmental document adoption date (or anticipated adoption date), and the type of environmental document adopted (or anticipated to be adopted) for the project (i.e. Categorically Exempt (CE), Environmental Assessment (EA), Final Environmental Impact Report (FEIR/FEIS)). A complete list of document types is available on page 82 of these guidelines.

If the new or amended project has an adopted environmental document, enter the adopted document type and approval date in SCAG RTIP database. If the project does not have an adopted environmental document, enter the anticipated environmental document and scheduled adoption date provided by the project manager.

For environmental documents requiring federal approval, enter the date when the federal government approved the document (the signature date, not Record of Decision date). For PCE and CE projects (except as noted below for transit projects) enter the date when Caltrans approved the environmental document.

There is one exception to the requirement of entering the date of the environmental document: transit CE projects do not require a date if projects are: not CMAQ funded, not a TCM, not a transit facility or a New Start rail line. A list of CE-type projects is provided on page 33 of these Guidelines which are exempt from the regions emissions analysis. In general, the following project types are considered CE's and normally do not require any further NEPA approvals:

- a. Activities which do not involve or lead directly to construction, such as planning and technical studies; grants for training and research programs; research activities as defined in 23 U.S.C. 307; approval of a unified work program and any findings required in the planning process pursuant to 23 U.S.C. 134; approval of statewide programs under 23 CFR part 630; approval of project concepts under 23 CFR part 476; engineering to define the elements of a proposed action or alternatives so that social, economic, and environmental effects can be assessed; and Federal-aid system revisions which establish classes of highways on the Federal-aid highway



- system.
- b. Approval of utility installations along or across a transportation facility.
  - c. Construction of bicycle and pedestrian lanes, paths, and facilities.
  - d. Activities included in the State's highway safety plan under 23 U.S.C. 402.
  - e. Transfer of Federal lands pursuant to 23 U.S.C. 317 when the subsequent action is not an FHWA action.
  - f. The installation of noise barriers or alterations to existing publicly owned buildings to provide for noise reduction.
  - g. Landscaping.
  - h. Installation of fencing, signs, pavement markings, small passenger, shelters, traffic signals, and railroad warning devices where no substantial land acquisition or traffic disruption will occur.
  - i. Emergency repairs under 23 U.S.C. 125.
  - j. Acquisition of scenic easements.
  - k. Determination of payback under 23 CFR part 480 for property previously acquired with Federal-aid participation.
  - l. Improvements to existing rest areas and truck weigh stations.
  - m. Ridesharing activities.
  - n. Bus and rail car rehabilitation.
  - o. Alterations to facilities or vehicles in order to make them accessible for elderly and handicapped persons.
  - p. Program administration, technical assistance activities, and operating assistance to transit authorities to continue existing service or increase service to meet routine changes in demand.
  - q. The purchase of vehicles by the applicant where the use of these vehicles can be accommodated by existing facilities or by new facilities which themselves are within a CE.
  - r. Track and railbed maintenance and improvements when carried out within the existing right-of-way.
  - s. Purchase and installation of operating or maintenance equipment to be located within the transit facility and with no significant impacts off the site.

- t. Promulgation of rules, regulations, and directives.
- u. Additional actions which meet the criteria for a CE in the CEQA regulations (40 CFR 1508.4) and paragraph (a) of this section may be designated as CEs only after FHWA/FTA approval. The applicant shall submit documentation which demonstrates that the specific conditions or criteria for these CEs are satisfied and that significant environmental effects will not result. Examples of such actions include but are not limited to:
  - 1. Modernization of a highway by resurfacing, restoration, rehabilitation, reconstruction, adding shoulders, or adding auxiliary lanes (e.g., parking, weaving, turning, climbing).
  - 2. Highway safety or traffic operations improvement projects including the installation of ramp metering control devices and lighting.
  - 3. Bridge rehabilitation, reconstruction or replacement or the construction of grade separation to replace existing at-grade railroad crossings.
  - 4. Transportation corridor fringe parking facilities.
  - 5. Construction of new truck weigh stations or rest areas.
  - 6. Approvals for disposal of excess right-of-way or for joint or limited use of right-of-way, where the proposed use does not have significant adverse impacts.
  - 7. Approvals for changes in access control.
  - 8. Construction of new bus storage and maintenance facilities in areas used predominantly for industrial or transportation purposes where such construction is not inconsistent with existing zoning and located on or near a street with adequate capacity to handle anticipated bus and support vehicle traffic.
  - 9. Rehabilitation or reconstruction of existing rail and bus buildings and ancillary facilities where only minor amounts of additional land are required and there is not a substantial increase in the number of users.
  - 10. Construction of bus transfer facilities (an open area consisting of passenger shelters, boarding areas, kiosks and related street improvements) when located in a commercial area or other high activity center in which there is adequate street capacity for projected bus traffic.
  - 11. Construction of rail storage and maintenance facilities in areas used predominantly for industrial or transportation purposes where such construction is not inconsistent with existing zoning and where there is no significant noise impact on the surrounding community.
  - 12. Acquisition of land for hardship or protective purposes; advance land acquisition loans under section 3(b) of the UMT Act. 3 Hardship and protective buying will be permitted only for a particular parcel or a limited number of parcels. These types of land acquisition qualify for a CE only where the acquisition will not limit the

evaluation of alternatives, including shifts in alignment for planned construction projects, which may be required in the NEPA process. No project development on such land may proceed until the NEPA process has been completed. Hardship acquisition is early acquisition of property by the applicant at the property owner's request to alleviate particular hardship to the owner, in contrast to others, because of an inability to sell his property. This is justified when the property owner can document on the basis of health, safety or financial reasons that remaining in the property poses an undue hardship compared to others. Protective acquisition is done to prevent imminent development of a parcel which is needed for a proposed transportation corridor or site. Documentation must clearly demonstrate that development of the land would preclude future transportation use and that such development is imminent. Advance acquisition is not permitted for the sole purpose of reducing the cost of property for a proposed project.

There are various ways of obtaining the requested environmental information. Below is some guidance to assist the user to locate the information:

**STIP-funded Projects:** For STIP projects, the Project Study Report which is required at the time of programming provides information on the anticipated environmental document and dates. Some Caltrans districts provide this information for Caltrans projects directly to county commissions and some commissions track project milestone dates in-house on an on-going basis, especially for locally-administered STIP projects. Another source for information is the project sponsor's project manager.

**Local Projects (excluding federally funded transit projects):** Locally-sponsored project information is best obtained through the project sponsor's project manager.

**Transit Projects:** Transit project information can be obtained through either the project sponsor's project manager or the agency which files the transit grant application for the funds (if not the same agency).

For all projects, the environmental date must be equal to or earlier than the programmed years for R/W and Construction phase activities. For federally-funded projects, work on final design, R/W and Construction phases cannot begin until the environmental process has been completed.

If the environmental document completion date indicates that construction will begin 3 or more years beyond the date of the environmental document, please make a note in the comment field in RTIP database that re-evaluation will take place or that re-evaluation is not required and state reasons.

## **7. Lump Sum Procedures**

Lump sum items are essentially funds reservations that include a list of projects that are grouped by function, work type, and/or geographic area (23 CFR 450.324(f)). Lump sum projects are required to be exempt from air quality conformity determination. Caltrans has recommended a number of project categories that are eligible for lump sum listings. The list below shows potential categories that could be used as lump sum designations in the development of County TIPs:

Lump Sum project types defined by Air Quality Exempt Tables 2 & 3 (40 CFR Part 93)

- Railroad Crossing (non-capacity increasing) and Crossing Warning Devices.
- Transportation Enhancement Activities (TE).
- Highway hazard elimination.
- Shoulder improvements.
- Increasing sight distance.
- Safety improvement program.
- Traffic control devices and operating assistance other than signalization Projects.
- Guardrails, median barriers, crash cushions.
- Pavement resurfacing and/or rehabilitation.
- Pavement marking demonstration.
- Emergency relief (23 U.S.C. 125).
- Fencing.
- Skid treatment.
- Safety roadside rest areas.
- Emergency truck pullovers.
- Truck climbing lanes outside the urbanized area.
- Lighting improvements.
- Widening narrow pavements with no additional travel lanes.
- Reconstructing bridges with no additional travel lanes.
- Bicycle and pedestrian facilities.
- Interchange channelization.
- Interchange reconfiguration (no new lanes).
- Planning and technical studies.
- Transit operating assistance.
- Purchase of transit support vehicles.
- Purchase of transit office, shop, and operating equipment for existing facilities.
- Purchase of transit operating equipment for vehicles (e.g., radios, fareboxes, lifts, etc.).
- Construction or renovation of power, signal and communications equipment.
- Construction of small passenger shelters and information kiosks.
- Reconstruction or renovation of transit buildings and structures (e.g., rail or bus buildings, storage and maintenance facilities, stations, terminals, and ancillary structures).
- Rehabilitation or reconstruction of track structures, track, and trackbed in existing rights-of-way.
- Construction of new bus or rail storage/maintenance facilities categorically excluded in 23 CFR Part 771.
- Continuation of ride-sharing and van-pooling promotion activities at current levels.
- Bicycle and pedestrian facilities.
- Planning and technical studies.
- Grants for training and research programs.

Lump Sums that can be defined by the interagency consultation process include:

- Emergency Repair beyond the Federal ER program.
- SHOPP Reservation (projects that are Air Quality Exempt).

- Transportation System Management (TSM).
- Toll Bridge Retrofit.
- Seismic Retrofit.
- Minor Safety and Hazard projects.
- Pavement Rehabilitation.
- Freeway Service Patrol.
- Bridge Replacement and Retrofit (no new lanes).
- Soundwalls.

The following project types/categories **cannot** be included in a lump sum:

- Mass transit projects.
- Bus terminals and transfer points.
- Emergency or hardship advance land acquisition (CFR 712 or 23 CFR 771).
- Rehabilitation and operation of historic transportation buildings, structures or facilities.
- CMAQ-funded projects.
- Transportation Control Measures (TCMs) in the South Coast Air Basin.
- Projects not exempt from the regional emissions analysis.

FHWA and FTA require that project lists be readily available that account for all funds listed in the Lump Sum projects. Lump Sum lists are, therefore, mandatory and should be submitted with the Lump Sum project or project amendment. Lump Sum projects submitted without a complete project list shall not be accepted by SCAG for inclusion in the 2008 RTIP or RTIP amendments until a complete list is submitted.

The lump sum project listing must include the following information:

- Name or describe the location and/or identify the segment being funded (i.e., for sound wall lump sum projects, list the route, route direction, and wall endpoints for each sub-project; for rehabilitation projects, list the lead agency)
- List the amounts for each project phase (PE, R/W, Construction) and show a subtotal for each line item.
- Show a total by phase that equals the amounts programmed for PE, R/W and Construction in the RTIP sheet.
- Provide a grand total that matches the Total Project Cost amount shown in the Lump Sum project TIP sheet.

Lump Sum project lists that do not provide the above listed information will be considered incomplete.

In programming projects utilizing Lump Sum categories, CTCs and IVAG must ensure that each individual project funded in their jurisdiction meets the following criteria stated above.

Furthermore, the total amount of funds obligated against a lump sum category cannot exceed the amount programmed in the RTIP. CTCs and IVAG may amend their lump sum

projects to increase the programming level when or before the total amount of a lump sum project has been obligated.

CTCs and IVAG are required to submit to SCAG the status of projects included in lump sums that have been obligated on a quarterly basis through the RTIP amendment process. If there is no change to a lump sum from one quarter to the next, the CTCs and IVAG are required to report that no change has occurred to the Lump Sum project list. The list should be sent electronically to SCAG, preferably in an Excel spreadsheet.

*Caltrans must ensure the projects they approve under a lump sum category are projects meeting the descriptions located in 93.126 Table 2, and/or 93.127 Table 3 and 93.128 Traffic Signal Synchronization, of the conformity regulations.*

In the event Caltrans does not agree with a project sponsor that a project submitted is exempt from a conformity determination, Caltrans will convene a meeting with SCAG and other federal agencies (FHWA and/or FTA, EPA) to resolve the issue. Lump Sum categories for Caltrans SHOPP projects are listed in Section VIII under Program Codes.

For HBRR-funded projects, SCAG maintains a county-by-county HBRR Lump Sum line item. Caltrans HQ provides each MPO region with a programming amount and project listing at various intervals, which is the basis for the lump sum. Information provided by Caltrans shall be shared with the counties. All HBRR-funded projects in the SCAG region will be included in the various county lump sum projects, and any amendment to HBRR-funded projects should be done through the county lump sum project.

#### **FTA Section 5310 Lump Sum Projects**

FTA Section 5310 Projects may be programmed in a Lump Sum if they have been approved for funding by Caltrans and FTA, except for TCMs which must be programmed individually in the RTIP. Proof that projects have been funded should be included with the RTIP Submittal.

## **VI. DATABASE**

### **A. Entering Projects into the SCAG RTIP Database**

The New SCAG RTIP Database will be available for programming of projects in the 2008 RTIP. Guidance for using the new SCAG RTIP Database is currently being developed and will be available as a separate document.

#### **1. Project Descriptions**

An important first step in programming is to review the proposed projects for funding and program eligibility, and for consistency with the 2007 RTP. If a project is not consistent with the 2007 RTP or RSTIS requirements it will not be programmed in the RTIP.

It is essential that complete information be submitted on each project, and that the CTC's and IVAG carefully input information in the SCAG RTIP database with as much detail as possible. CTC's and IVAG are responsible for proofing its entire program regardless of funding source to ensure that the Database reflects accurate and complete data.

According to 23 CFR part 450.324(e), "The TIP shall include, for each project or phase (e.g., preliminary engineering, environment/NEPA, right-of-way, design, or construction), the following:

- (1) Sufficient description material (i.e., type of work, termini, and length) to identify the project or phase;
- (2) Estimated total project cost, which may extend beyond the four years of the TIP;
- (3) The amount of Federal funds proposed to be obligated during each program year for the project or phase (for the first year, this includes the proposed category of Federal funds and the source(s) of non-Federal funds. For the second, third and fourth years, this includes the likely category or possible categories of Federal funds and sources of non-Federal funds);
- (4) Identification of the agencies responsible for carrying out the project or phase;
- (5) In nonattainment and maintenance areas, identification of those projects which are identified as TCMs in the applicable SIP;
- (6) In nonattainment and maintenance areas, included projects shall be specified in sufficient detail (design concept and scope) for air quality analysis in accordance with the EPA transportation conformity regulation (40 CFR part 93); and
- (7) In areas with American with Disabilities Act required paratransit and key station plans, identification of those projects that will implement these plans.

Caltrans has been working with regional agencies to develop criteria for uniform project descriptions. SCAG recommends that the CTCs and IVAG follow the format provided by Caltrans and listed below when developing project descriptions. Descriptions should be as detailed as space allows. Any additional information that does not fit in the description should be included in the Database comment fields.

### Standard Project Location/Description

Select the correct Project type below to model a description. The description should be brief but sufficiently comprehensive to stand alone without additional explanation.

#### Roadway - Capital Improvements (State Highways/Local Roads)

<b>Description Formula: [(Location:) + (Limits) + (;) + (Improvement)]</b>	
Location:	<p>The nearest city or significant town illustrated on popular state highway maps. If the project is located more than 5 miles away from the city or town then prefix the city name with "East, West, North, or South of".</p> <ul style="list-style-type: none"> <li><i>In Bakersfield:</i></li> <li><i>South of Bakersfield:</i></li> </ul>
Limits:	<p>Project limits can be stated as from one road or street to another. Other boundary landmarks, such as rivers, creeks, State Parks, freeway overcrossings, can be used in-lieu of streets or roads.</p> <ul style="list-style-type: none"> <li><i>On Main St. between 1<sup>st</sup> Street and Pine Boulevard</i></li> <li><i>North of Avenal Creek to South of Route 33</i></li> <li><i>At Rock Creek Bridge</i></li> </ul>
Improvement:	<p>Describes the work to be done. Include significant components of the improvement (in particular those that relate to conformity).</p> <ul style="list-style-type: none"> <li><i>Rehabilitate roadway.</i></li> <li><i>Convert 4-lane expressway to 6-lane freeway with 2 HOV lanes.</i></li> <li><i>Construct left turn lane.</i></li> </ul>
Example: In Bakersfield: Between 1 <sup>st</sup> Street and Pine Boulevard; rehabilitate roadway.	

#### Transit - Capital Improvements

<b>Description Formula: [(Location:) + (Limits) + (;) + (Improvement/Activity)]</b>	
Location:	<p>For work at spot locations for large (statewide) transit agencies:</p> <ul style="list-style-type: none"> <li>Nearest city or significant town illustrated on popular state highway maps, If the project is located more than 5 miles away from the city or town then prefix the city name with "East, West, North, or South of".</li> <li><i>In Bakersfield:</i></li> <li><i>North of Bakersfield</i></li> <li>Otherwise: Skip this step</li> </ul>
Limits:	<p>For work at spot locations (all agencies): Name of station, description of facility, name the rail corridor for the project etc.</p> <ul style="list-style-type: none"> <li><i>Lafayette BART Station</i></li> <li><i>The Daly City Yard, adjacent to the Colma Station</i></li> <li><i>San Joaquin Corridor</i></li> <li>Otherwise: Skip this step</li> </ul>
Improvement/ Activity:	<p>Describes the work to be done. Include significant components of the improvement (in particular those that relate to conformity).</p> <ul style="list-style-type: none"> <li><i>Construct station.</i></li> <li><i>Construct a Child Care Facility</i></li> <li><i>Track and signal improvements</i></li> </ul> <p>Projects that apply to entire transit agency jurisdiction – describe activity</p> <ul style="list-style-type: none"> <li><i>Purchase of 59 buses - 12 MCI's and 47 Standard 40 ft buses (note if expansion or replacement)</i></li> <li><i>Paratransit van leasing</i></li> <li><i>Operating assistance for Sacramento Regional Transit</i></li> </ul>



Examples: North of Bakersfield, San Joaquin Corridor – Track and signal improvements.

Lafayette BART Station, construct a Child Care Facility.

Operating Assistance for Sacramento Regional Transit.

When entering project information for transit vehicles (buses, paratransit vans, etc), it is important that the following two criteria are met. The first is a detailed description of the type of vehicle to be purchased (size/type), quantity and fuel type for the vehicle. The second is selecting the correct Program Code for the project.

**Example Project Description:** Purchase 20 Expansion Paratransit Vehicles, Diesel.  
**Program Code:** PAN93

## 2. Project Completion Dates

The Project Completion Date field in the SCAG RTIP Database refers to the completion of the overall project – when the project is expected to be implemented and operating. For example, in cases where only ENG and/or ROW are programmed in the RTIP, the completion date should reflect the anticipated overall completion date for the project such as the end of construction, vehicle purchase or implementation even if construction (or implementation) has not been programmed. The new SCAG RTIP Database has separate start and end date fields for each of the three phases (PE, ROW & Construction).

Note that once TCM-type projects become *committed* TCMs (see page 35), with ROW or construction funds in the first two years of the RTIP, the completion date at the point the project becomes committed is the scheduled date that the project must be operational in order to fulfill the TCM conformity requirement of Timely Implementation of TCMs.

## 3. Common Problems with Project Submittals

Some common problems found by SCAG staff when analyzing County TIP submittals include:

- Incomplete descriptions where it is difficult to tell what is being proposed for funding.
- Duplicate projects including projects that overlap (cover the same geographical area).
- Conflict in the number of lanes and completion years in segmented projects.
- Unidentified number and direction of existing and proposed lanes.
- Missing the number of vehicles to be included in the purchase by fiscal year.
- Missing the required local match.
- Missing completion dates and environmental document type and dates.
- Not identifying regionally significant projects for modeling
- Not identifying TCM projects in the SCAB and SCCAB areas.
- Missing Lump Sum project lists.
- Missing modeling information for bus expansion projects.

## 4. Program (Project) Codes

The Program Codes in the SCAG RTIP Database are a vital part of the programming exercise because they permit projects to be grouped and identified by various project types, including regionally significant, goods movement, exempt, transit capital vs.

operating, clean fuel vehicle vs. diesel, etc. The SCAG RTIP Database can accommodate the selection of up to three Program Codes to define the main components of the overall project scope. Program codes should be selected which best defines the project.

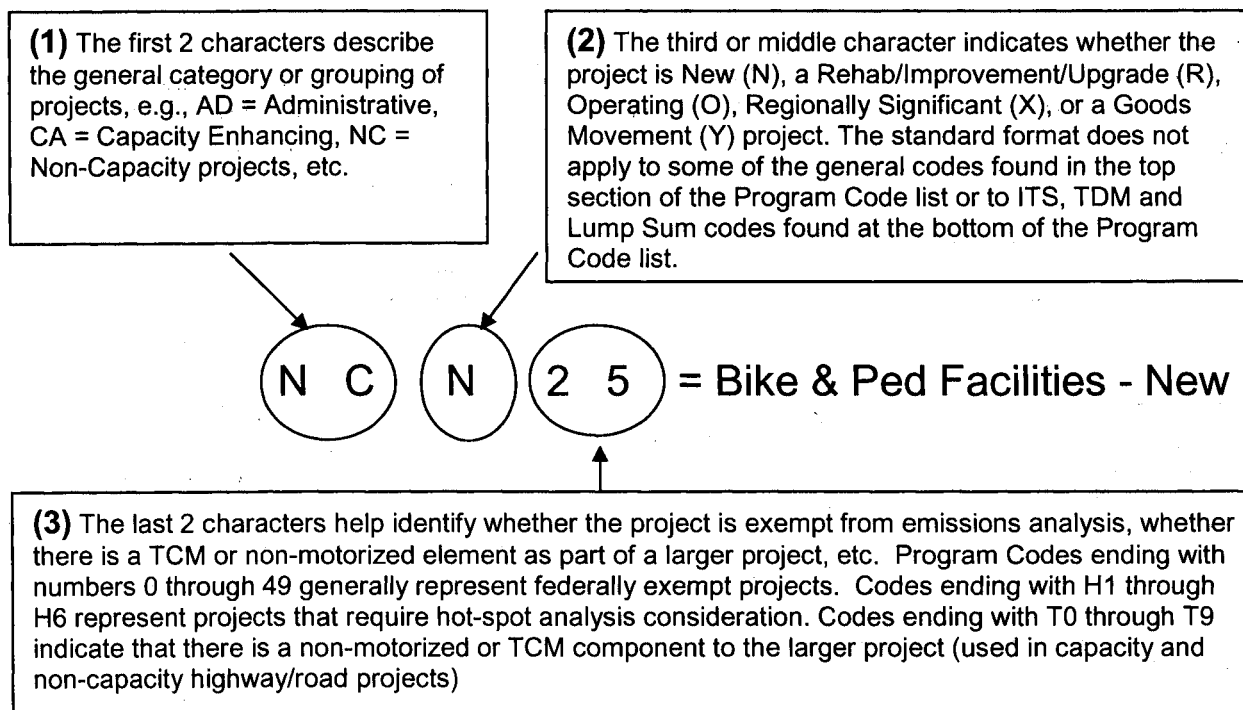
Program Codes have been developed to categorize projects and to help identify key aspects such as whether the project is:

- capacity or non-capacity enhancing,
- new or rehabilitation/modification, operating
- federally-exempt from emission analysis or may require hot-spot analysis
- ITS / TDM / SHOPP / Lump Sum

The exceptions to the standard format are primarily general program codes that apply across modes.

The full list of Program Codes is provided starting on page 69 of these Guidelines under the title "RTIP Database Codes".

The standard Program Code format is illustrated below:



### Standard Program Code Format Legend

First 2 Characters	Third (middle) Character	Last 2 Characters (4 <sup>th</sup> & 5 <sup>th</sup> )
<b>AD</b> = Admin/Admin Facilities <b>AR</b> = Art <b>BU</b> = Bus transit item <b>CA</b> = Capacity Enhancing <b>CH</b> = Child Care <b>CO</b> = Commuter Rail item <b>FE</b> = Ferry Service item <b>FU</b> = Fueling related <b>IT</b> = ITS project <b>LR</b> = Light Rail item <b>LU</b> = Conformity exempt Lump Sum categories <b>NC</b> = Non-Capacity Enhancing <b>PA</b> = Paratransit item <b>PL</b> = Planning <b>RA</b> = Rail item <b>SE</b> = Security project <b>SH</b> = SHOPP Lump Sum <b>TD</b> = Trans. Demand Mgmnt <b>VE</b> = Vehicles <b>TR</b> = Transit project that applies across modes	<b>N</b> = New <b>R</b> = Rehabilitation, Improvement or Upgrade <b>O</b> = Operating or Operating Assistance <b>X</b> = Regionally Significant  <b>Y</b> = Goods Movement  <i>Note: the standard middle character format does not apply to some of the general codes found in the first section of the Program Codes list or to ITS, TDM and Lump Sum codes found at the bottom of the Program Code list.</i>	<b>0 through 49</b> = federally exempt projects as listed on page 35 of these guidelines (if project is not exempt, such as "add truck lane in urbanized areas", then indicate in the comment section of RTIP database).  <b>H1 through H6</b> = these six projects are the ones listed on page 36 of these guidelines that require hot-spot analysis consideration.  <b>T0 through T9</b> = these larger Hwy/Road projects contain non-motorized or TCM aspects.

## 5. Change Reason Codes

All active projects in the 2006 RTIP should be carried over into the 2008 SCAG RTIP database as "2006 Carryover Projects". If a change is made to the carryover project, it will be necessary to update the Change Reason code accordingly. If more than one Change Reason code applies to the project, the following Change Reason codes have priority over all other codes:

- #1: Description and Scope Changes
- #2: Schedule Advances or Delays
- #3: Cost Increases or decreases
- #4: Environmental Document and/or Date Changes

## 6. Element Codes

Element Codes help identify the project phase when the project is programmed or amended in the RTIP. CTCs and IVAG are required to update project Element Codes to reflect on-going progress when developing 2008 county TIPs and when submitting amendments.

## 7. RTIP Database Screen & Instructions

Screens from the new SCAG RTIP Database will be included in the new RTIP Database guidelines to be provided as a separate document.

## VII. FINANCIAL PLAN

### A. Financial Plan Required Documentation

In addition to the financial resolution certification presented on page 23 of these Guidelines, the CTCs and IVAG must each submit a financial plan that documents all financial resources from public (federal, state, and local) and private sources that will fund projects in their respective County TIPs (including all regionally significant projects, regardless of funding source). The financial plan must demonstrate that funding in the first two years of the County TIPs are available or committed, and that funding in years three through six are reasonably available. Programmed amounts by year should not exceed amounts listed in the revenue tables provided below for each funding source, especially in the first four years.

SAFETEA-LU regulations require that for the RTIP, "financial constraint shall be demonstrated and maintained by year and shall include sufficient financial information to demonstrate which projects are to be implemented using current and/or reasonably available revenues, while federally supported facilities are being adequately operated and maintained." The CTCs and IVAG must also certify that projects that are under their programming responsibility (STP, CMAQ, FTA, etc.) are in priority order as required by federal law. Unless otherwise specified, this means all projects in the first year for each specific program are first priority for funding, projects in the second year are second priority, projects in the third year are third priority, and those in year four have fourth priority.

In air quality non-attainment or maintenance areas, projects included in the first two years of the RTIP shall be limited to those for which funds are "available or committed." Available or committed revenue sources are those sources currently being used for transportation investments. These would include any federal, state, and local revenues, or other revenue streams (i.e. farebox advertising, tolls, etc.) Also, project priority must be given to the implementation of Transportation Control Measures (TCMs).

For STIP projects, the assumption of this guidance is that projects currently in the first four years of the SCAG RTIP which are in the approved STIP will be constructed unless the applicable county takes a formal action to remove them from the program. It is necessary for the county to "prove" funding is available for projects in the first four years of the STIP, and that projects remain the highest priority for the County.

The CTC's and IVAG must also demonstrate they have the local funding capacity to cover the costs of matching federal and state funds as required.

The Financial Plans due with each County TIP shall provide all information necessary for SCAG to create a region-wide Financial Plan for the 2008 SCAG RTIP. The Financial Plan is comprised of the following items (all due to SCAG with County TIPs):

1. **General Statement of Compliance:** A statement indicating compliance with requirements explained in the first four paragraphs of Section VII.1. (above) This statement can be provided as part of the cover letter and/ or the certifying Resolution. A discussion of special circumstances and other items to highlight such as potential

impacts and any innovative financing techniques to finance needed projects and programs, including value capture, tolls, and congestion pricing.

2. **Resolution from Policy Board:** A financial resolution adopted by the policy board is required as part of the Financial Plan. The Resolution is the certification from the counties to SCAG that projects and funding listed in County TIPs in the first two years are available and committed, and reasonably available in years three to six. A sample resolution is provided on page 23 of these Guidelines.
3. **Revenue and Expenditure Worksheet (Spreadsheet):** Funding agencies requires that the RTIP and amendments to the RTIP include a worksheet of revenues and programmed amounts by fund source for the first four years. Caltrans has requested the information be submitted in a format similar to the table provided below. The CTCs/IVAG will be provided with a separate worksheet for the last two fiscal years (12/13, and 13/14) of the RTIP. Any over-programming should have a justification and "footnoted" in the worksheet or separately as an attachment to the worksheet. Fund sources in the following tables are subject to change. FHWA/Caltrans is working on a revised Revenue and Expenditure Worksheet. It will be transmitted upon availability.

Revenue versus Programmed	2008/09	2009/10	2010/11	2011/12	TOTAL
<b>State Highway Account Funds</b>					
SHOPP (Includes Minor A Program)	\$0	\$0	\$0	\$0	\$0
STIP	\$0	\$0	\$0	\$0	\$0
CMIA	\$0	\$0	\$0	\$0	\$0
<b>Local Assistance</b>					
Congestion Mitigation and Air Quality	\$0	\$0	\$0	\$0	\$0
Regional Surface Transportation Program	\$0	\$0	\$0	\$0	\$0
Highway Bridge Replacement and Rehabilitation Program	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Enhancement	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Hazard Elimination & Safety	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Railroad Grade Crossing Protection	\$0	\$0	\$0	\$0	\$0
<b>Other Federal Highway Programs</b>					
Federal Lands Highway Program	\$0	\$0	\$0	\$0	\$0
Bridge Discretionary Program	\$0	\$0	\$0	\$0	\$0
NCPD Program/Borders/Corridor Program	\$0	\$0	\$0	\$0	\$0
Recreational Trails	\$0	\$0	\$0	\$0	\$0
Transportation and Community and System Preservation Pilot Program	\$0	\$0	\$0	\$0	\$0
Ferry Boat Discretionary	\$0	\$0	\$0	\$0	\$0
National Scenic Byways Program	\$0	\$0	\$0	\$0	\$0
Highway Priority/Demonstration Projects/Project Nat'l Reg'l Significance	\$0	\$0	\$0	\$0	\$0
Emergency Relief Program	\$0	\$0	\$0	\$0	\$0
Other (5207; Federal Earmarks; HUD; EDA;PLH; Bureau of Indian Affairs)	\$0	\$0	\$0	\$0	\$0
<b>Federal Transit Administration Funds</b>					
3037 - Job Access and Reverse Commute Program	\$0	\$0	\$0	\$0	\$0
5303 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5304 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5305 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5307 - Urbanized Area Formula Program	\$0	\$0	\$0	\$0	\$0
5308 - Clean Fuel Formula Program	\$0	\$0	\$0	\$0	\$0
5309(a) - Fixed Guideway Modernization	\$0	\$0	\$0	\$0	\$0
5309(b) - New Starts	\$0	\$0	\$0	\$0	\$0
5309(c) - Bus Allocation	\$0	\$0	\$0	\$0	\$0
5310 - Elderly & Persons with Disabilities Formula Program	\$0	\$0	\$0	\$0	\$0
5311 - Nonurbanized Area Formula Program	\$0	\$0	\$0	\$0	\$0
5313 - State Planning and Research	\$0	\$0	\$0	\$0	\$0
5314 - National Research and Technology Program	\$0	\$0	\$0	\$0	\$0
5316 - Job Access and Reverse Commute	\$0	\$0	\$0	\$0	\$0
5317 - New Freedom Program	\$0	\$0	\$0	\$0	\$0
5318 - Bus and Bus-Related Projects	\$0	\$0	\$0	\$0	\$0
<b>Non-Title 23/Federal Transit Funds (Describe)</b>	\$0	\$0	\$0	\$0	\$0
<b>Other State Funds</b>	\$0	\$0	\$0	\$0	\$0
Traffic Congestion Relief Program	\$0	\$0	\$0	\$0	\$0
Other (State Transit Assistance;University; AB2766; PUC; STAL)	\$0	\$0	\$0	\$0	\$0
<b>Local Funds</b>	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue versus Programmed</b>	\$0	\$0	\$0	\$0	\$0

Programmed	2008/09	2009/10	2010/11	2011/12	TOTAL
<b>State Highway Account Funds</b>					
SHOPP	\$0	\$0	\$0	\$0	\$0
STIP	\$0	\$0	\$0	\$0	\$0
STIP-RIP	\$0	\$0	\$0	\$0	\$0
STIP-RIP - prior commitments	\$0	\$0	\$0	\$0	\$0
STIP-IIP	\$0	\$0	\$0	\$0	\$0
STIP-IIP - TE	\$0	\$0	\$0	\$0	\$0
STIP-RIP - TE	\$0	\$0	\$0	\$0	\$0
STIP-IIP Augmentation	\$0	\$0	\$0	\$0	\$0
STIP-RIP Augmentation	\$0	\$0	\$0	\$0	\$0
CMIA	\$0	\$0	\$0	\$0	\$0
<b>Local Assistance</b>					
Congestion Mitigation and Air Quality	\$0	\$0	\$0	\$0	\$0
Regional Surface Transportation Program	\$0	\$0	\$0	\$0	\$0
Highway Bridge Replacement and Rehabilitation Program	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Enhancement	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Hazard Elimination & Safety	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Railroad Grade Crossing Protection	\$0	\$0	\$0	\$0	\$0
<b>Other Federal Highway Programs</b>					
Federal Lands Highway Program	\$0	\$0	\$0	\$0	\$0
Bridge Discretionary Program					\$0
NCPD Program/Borders/Corridor Program	\$0	\$0	\$0	\$0	\$0
Recreational Trails	\$0	\$0	\$0	\$0	\$0
Transportation and Community and System Preservation Pilot Program	\$0	\$0	\$0	\$0	\$0
Ferry Boat Discretionary					\$0
National Scenic Byways Program	\$0	\$0	\$0	\$0	\$0
Highway Priority/Demonstration Projects/Project Nat'l Reg'l Significance	\$0	\$0	\$0	\$0	\$0
Emergency Relief Program	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Federal Transit Administration Funds</b>					
3037 - Job Access and Reverse Commute Program	\$0	\$0	\$0	\$0	\$0
5303 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5304 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5305 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5307 - Urbanized Area Formula Program	\$0	\$0	\$0	\$0	\$0
5308 - Clean Fuel Formula Program	\$0	\$0	\$0	\$0	\$0
5309(a) - Fixed Guideway Modernization	\$0	\$0	\$0	\$0	\$0
5309(b) - New Starts	\$0	\$0	\$0	\$0	\$0
5309(c) - Bus Allocation	\$0	\$0	\$0	\$0	\$0
5310 - Elderly & Persons with Disabilities Formula Program	\$0	\$0	\$0	\$0	\$0
5311 - Nonurbanized Area Formula Program	\$0	\$0	\$0	\$0	\$0
5313 - State Planning and Research	\$0	\$0	\$0	\$0	\$0
5314 - National Research and Technology Program	\$0	\$0	\$0	\$0	\$0
5316 - Job Access and Reverse Commute	\$0	\$0	\$0	\$0	\$0
5317 - New Freedom Program	\$0	\$0	\$0	\$0	\$0
5318 - Bus and Bus-Related Projects	\$0	\$0	\$0	\$0	\$0
<b>Non-Title 23/Federal Transit Funds (Describe)</b>					\$0
<b>Other State Funds</b>	\$0	\$0	\$0	\$0	\$0
Traffic Congestion Relief Program	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Local Funds</b>	\$0	\$0	\$0	\$0	\$0
TDA	\$0	\$0	\$0	\$0	\$0
Sales Tax Measure	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Total Programmed</b>	\$0	\$0	\$0	\$0	\$0

Revenue	2008/09	2009/10	2010/11	2011/12	TOTAL
<b>State Highway Account Funds</b>					
SHOPP	\$0	\$0	\$0	\$0	\$0
STIP	\$0	\$0	\$0	\$0	\$0
STIP-RIP	\$0	\$0	\$0	\$0	\$0
STIP-RIP - prior commitments	\$0	\$0	\$0	\$0	\$0
STIP-IIP Grandfathered Construction Support	\$0	\$0	\$0	\$0	\$0
STIP-IIP	\$0	\$0	\$0	\$0	\$0
STIP-IIP - TE	\$0	\$0	\$0	\$0	\$0
STIP-RIP - TE	\$0	\$0	\$0	\$0	\$0
STIP-IIP Augmentation	\$0	\$0	\$0	\$0	\$0
STIP-RIP Augmentation	\$0	\$0	\$0	\$0	\$0
CMIA	\$0	\$0	\$0	\$0	\$0
<b>Local Assistance</b>					
Congestion Mitigation and Air Quality	\$0	\$0	\$0	\$0	\$0
Regional Surface Transportation Program	\$0	\$0	\$0	\$0	\$0
Highway Bridge Replacement and Rehabilitation Program	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Enhancement	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Hazard Elimination & Safety	\$0	\$0	\$0	\$0	\$0
Surface Transportation Program Railroad Grade Crossing Protection	\$0	\$0	\$0	\$0	\$0
<b>Other Federal Highway Programs</b>					
Federal Lands Highway Program	\$0	\$0	\$0	\$0	\$0
Bridge Discretionary Program					\$0
NCPD Program/Borders/Corridor Program	\$0	\$0	\$0	\$0	\$0
Recreational Trails	\$0	\$0	\$0	\$0	\$0
Transportation and Community and System Preservation Pilot Program	\$0	\$0	\$0	\$0	\$0
Ferry Boat Discretionary					\$0
National Scenic Byways Program	\$0	\$0	\$0	\$0	\$0
Highway Priority/Demonstration Projects/Project Nat'l Reg'l Significance	\$0	\$0	\$0	\$0	\$0
Emergency Relief Program	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Federal Transit Administration Funds</b>					
3037 - Job Access and Reverse Commute Program	\$0	\$0	\$0	\$0	\$0
5303 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5304 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5305 - Metropolitan Planning Program	\$0	\$0	\$0	\$0	\$0
5307 - Urbanized Area Formula Program	\$0	\$0	\$0	\$0	\$0
5308 - Clean Fuel Formula Program	\$0	\$0	\$0	\$0	\$0
5309(a) - Fixed Guideway Modernization	\$0	\$0	\$0	\$0	\$0
5309(b) - New Starts	\$0	\$0	\$0	\$0	\$0
5309(c) - Bus Allocation	\$0	\$0	\$0	\$0	\$0
5310 - Elderly & Persons with Disabilities Formula Program	\$0	\$0	\$0	\$0	\$0
5311 - Nonurbanized Area Formula Program	\$0	\$0	\$0	\$0	\$0
5313 - State Planning and Research	\$0	\$0	\$0	\$0	\$0
5314 - National Research and Technology Program	\$0	\$0	\$0	\$0	\$0
5316 - Job Access and Reverse Commute	\$0	\$0	\$0	\$0	\$0
5317 - New Freedom Program	\$0	\$0	\$0	\$0	\$0
5318 - Bus and Bus-Related Projects	\$0	\$0	\$0	\$0	\$0
<b>Non-Title 23/Federal Transit Funds (Describe)</b>					\$0
<b>Other State Funds</b>	\$0	\$0	\$0	\$0	\$0
Traffic Congestion Relief Program	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Local Funds</b>	\$0	\$0	\$0	\$0	\$0
TDA	\$0	\$0	\$0	\$0	\$0
Sales Tax Measure	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



Projects requiring additional funds should be documented on the following table:

### PROJECTS REQUIRING ADDITIONAL FUNDS

Database (S, L or T)	Project #	Unfunded Phases		Unfunded Total
		Phase	Unfunded Amount	
<b>Total</b>				

Use a separate line for each phase

4. **SCAG RTIP Database Fund Summaries:** In addition to the worksheet described and listed above, the Financial Plan should include a printout of the "Expenditure Summary" report from the SCAG RTIP Database. This report can be generated after all project information has been entered into the Database and by selecting the "Fund Report" button in the "Reports" screen. **(This section will be updated once the new SCAG RTIP Database is finalized)**
5. **Consideration for Innovative Financing:** CTCs and IVAG are encouraged to submit any considerations/recommendations as may be applicable, for the use of innovative financing techniques to finance needed projects and programs, including value capture, tolls, and congestion pricing
6. **GARVEE Recommendations/Commitments:** CTCs and IVAG are requested to submit information concerning GARVEE bond commitments and anticipated future pledges, as may be applicable.

### B. Capital and Operating Revenue & Expense Budgets for Major Bus and Rail Operators:

Revenue and expense budgets for the first four years of County TIPs must be submitted for major rail and bus operators (including the Southern California Regional Rail Authority) as part of the Financial Plan.

Information should be submitted for the following transit operators:

- **IVAG:** none
- **LACMTA:** MTA, Access, Foothill Transit, Gardena Transit, Long Beach Transit, Montebello Transit & Santa Monica Transit.
- **OCTA:** OCTA
- **RCTC:** Sunline, RTA
- **SANBAG:** Omnitrans, MARTA & Victor Valley Transit
- **VCTC:** Simi Valley Transit, SCAT & VISTA

A sample revenue and expense table for transit operators is provided below. Projected funding for the Federal Transit Administration Section 5307 program should be consistent with

the revenue estimates on page 64 of these Guidelines. If a revenue and expense budget reflects a shortfall, the county should inform SCAG staff prior to their formal county TIP submittal. In addition, the county TIP is to include documentation explicitly outlining steps that will be taken to address the financial shortfall.

### Revenues

Revenue (List Funds)	FIRST 4-YEARS				Total Revenue (1 <sup>st</sup> 4-yr)	Comments
	FY08/09	FY09/10	FY10/11	FY11/12		
<b>Revenue Total</b>						

### Expenditures

Expenditures (List Types)	FIRST 4-YEARS				Total Expenditures (1 <sup>st</sup> 4-yr)	Comments
	FY08/09	FY09/10	FY10/11	FY11/12		
Operating						
Capital						
<b>Expenditures Total</b>						

### C. SCAG Financial Plan Forecast/ Revenue Estimates

Programming levels for each year should be consistent with the estimates provided in this section. Any deviation from these estimates should be documented and provided with the financial plan.

CMAQ and RSTP estimated apportionments for the first four years of the 2008 RTIP (08/09, 09/10, 10/11, 11/12) will be based on FFY08/09 Caltrans estimated apportionments. The apportionments will be updated as revised figures are provided by Caltrans. Figures for 12/13 and 13/14 will be added as revised figures are provided by Caltrans.

### Caltrans Estimated CMAQ and RSTP Apportionments

	<b>CMAQ</b>	<b>RSTP</b>
	<b>2008/09</b>	<b>2008/09</b>
<b>Imperial</b>	\$1,398,468	\$1,905,062
<b>Los Angeles</b>	\$142,214,239	\$127,386,920
<b>Orange</b>	\$42,753,989	\$38,130,726
<b>Riverside</b>	\$26,788,583	\$20,698,851
<b>San Bernardino</b>	\$27,492,389	\$22,897,076
<b>Ventura</b>	\$8,049,384	\$10,086,759
<b>Total</b>	<b>\$248,697,052</b>	<b>\$221,105,394</b>

Revenue estimates for the remaining years and all other funding sources are available in the tables provided below. The estimates come from the SCAG Financial Plan forecast for the 2004 RTP for years 2006-2011, **(updated estimates will be added when the 2007 Draft RTP is released in October 2007)** and were taken from the high scenario financial plan which does not reflect any impacts from alternative fuels (the long range financial plan accounts for revenue impacts from alternative fuels). SCAG RTP staff worked closely with the counties in developing the revenue projections. The figures should be utilized by the counties as the basis for the projected revenue in the Financial Plans. Please note, however, that further adjustments will be made to the forecast in order to reflect more current budget conditions, the 2008 STIP Fund Estimate assumptions, as well as the re-authorized federal funding levels in SAFETEA-LU. SCAG's RTP staff will work with the counties to refine the revenue projections as information becomes available.

If a CTC or IVAG does not concur with the SCAG forecasts, the county may submit the methodology used and work with the appropriate SCAG staff to resolve any critical differences. Once both agencies come to an agreement, they will need to submit the methodology as part of the Financial Plan documentation.

SCAG has incorporated many assumptions made by each CTC in developing the estimates, and utilized several sources to provide a basis for the revenue including documents provided by Transit agencies, historical revenue data collected and reported by local and state agencies, growth forecasts and adopted publications from the California Transportation Commission. For ITIP and STIP funding projections, please refer to the 2008 STIP Fund Estimate. A \$0 listed in the tables below does not mean that the county is accepting or expecting zero funding for that funding category, but rather is only an estimate based on program balances, adopted programs and information provided by the counties. SCAG's estimates do not include locally bonded funds. Each county must include all bonding funds in their financial plan documentation.

## SCAG FINANCIAL FORECAST (\$Million, Inflated)

<b>Transportation Development Act (TDA)</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ 3.72	\$ 3.79	\$ 3.87	\$ 3.95			
Los Angeles	\$ 346.40	\$ 363.00	\$ 381.70	\$ 400.30			
Orange	\$ 133.68	\$ 141.28	\$ 149.07	\$ 157.33			
Riverside	\$ 66.33	\$ 70.76	\$ 75.47	\$ 78.90			
San Bernardino	\$ 71.62	\$ 76.26	\$ 78.46	\$ 80.33			
Ventura	\$ 29.66	\$ 30.70	\$ 31.78	\$ 32.89			
<b>Total</b>	\$ 651.40	\$ 685.79	\$ 720.34	\$ 753.70			

<b>Local Sales Tax</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ 8.07	\$ 8.23	\$ 8.40	\$ -			
Los Angeles	\$ 1,338.80	\$ 1,402.20	\$ 1,473.10	\$ 1,543.90			
Orange	\$ 275.31	\$ 289.36	\$ 304.00	\$ 236.42			
Riverside	\$ 131.33	\$ 140.11	\$ 149.44	\$ 156.24			
San Bernardino	\$ 134.71	\$ 143.45	\$ 110.69	\$ 197.15			
Ventura	\$ -	\$ -	\$ -	\$ -			
<b>Total</b>	\$ 1,888.22	\$ 1,983.35	\$ 2,045.62	\$ 2,133.71			

<b>Farebox</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ 0.36	\$ 0.35	\$ 0.35	\$ 0.35			
Los Angeles	\$ 407.71	\$ 424.47	\$ 439.90	\$ 455.71			
Orange	\$ 72.70	\$ 75.90	\$ 79.83	\$ 93.42			
Riverside	\$ 14.72	\$ 15.32	\$ 15.94	\$ 16.53			
San Bernardino	\$ 30.02	\$ 30.93	\$ 32.75	\$ 34.53			
Ventura	\$ 6.52	\$ 6.80	\$ 7.08	\$ .33			
<b>Total</b>	\$ 532.02	\$ 553.77	\$ 575.86	\$ 607.86			

Farebox revenue is derived from fare revenue estimates contained in financial sections of short range transit plans for the major transit agencies including Omnitrans, Riverside Transit Agency, Sunline Transit Agency and South Coast Area Transit, and from the long range financial plans of the MTA (for all LA County operators) and OCTA.

<b>Local Agency</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ -	\$ -	\$ -	\$ -			
Los Angeles	\$ 26.50	\$ 30.00	\$ 32.50	\$ 31.70			
Orange	\$ 91.00	\$ 91.00	\$ 91.00	\$ 91.00			
Riverside	\$ 146.15	\$ 150.44	\$ 151.86	\$ 156.42			
San Bernardino	\$ -	\$ -	\$ -	\$ -			
Ventura	\$ -	\$ -	\$ -	\$ -			
<b>Total</b>	\$ 263.65	\$ 271.44	\$ 275.36	\$ 279.12			

<b>Local Assistance/Demo</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ 0.59	\$ 0.60	\$ 0.61	\$ 0.62			
Los Angeles	\$ 33.30	\$ 38.50	\$ 35.70	\$ 35.90			
Local Agency funds include Orange County Gasoline Tax Fund; Transportation Corridor Agencies toll revenues in Orange County; and local agency contributions to committed projects.							
San Bernardino	\$ 9.58	\$ 9.72	\$ 9.85	\$ 9.99			
Ventura	\$ 2.44	\$ 2.47	\$ 2.51	\$ 2.54			
<b>Total</b>	\$ 283.72	\$ 289.41	\$ 287.10	\$ 184.44			

Local Assistance funds include programs such as Regional Transportation Enhancements, Highway Bridge Rehabilitation, grade crossings and hazard elimination. Also includes Federal Highway Priority Projects for the region, other federal funds for specific projects (e.g. Alameda Corridor) and MTA clean fuels program.

<b>Miscellaneous Funds</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ -	\$ -	\$ -	\$ -			
Los Angeles	\$ 77.36	\$ 84.16	\$ 77.96	\$ 78.96			
Orange	\$ 64.46	\$ 57.72	\$ 59.79	\$ 63.26			
Riverside	\$ 1.34	\$ 1.34	\$ 1.34	\$ 1.34			
San Bernardino	\$ 1.30	\$ 1.30	\$ 1.56	\$ 1.56			
Ventura	\$ 0.32	\$ 0.32	\$ 0.32	\$ 0.32			
<b>Total</b>	\$ 144.78	\$ 144.83	\$ 140.97	\$ 145.44			

Miscellaneous Funds include transit advertisement and auxiliary revenues, lease revenues and interest and investment earnings on cash balances for programs such as Measure sales tax programs.

TCRP							
	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ 2.00	\$ 2.00	\$ -	\$ -			
Los Angeles	\$ 432.70	\$ 394.60	\$ -	\$ -			
Orange	\$ 28.30	\$ -	\$ -	\$ -			
Riverside	\$ 30.00	\$ 11.32	\$ -	\$ -			
San Bernardino	\$ 52.93	\$ 41.50	\$ -	\$ -			
Ventura	\$ 3.00	\$ 3.75	\$ -	\$ -			
<b>Total</b>	<b>\$ 496.00</b>	<b>\$ 453.17</b>	<b>\$ -</b>	<b>\$ -</b>			

TCRP funds are included to inform the Legislature that the funds are still required for air quality purposes and to complete the projects.

Proposition 42							
	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ -	\$ 15.34	\$ 11.46	\$ 11.67			
Los Angeles	\$ -	\$ 355.48	\$ 241.76	\$ 246.11			
Orange	\$ -	\$ 97.55	\$ 67.61	\$ 68.82			
Riverside	\$ -	\$ 59.05	\$ 40.41	\$ 41.15			
San Bernardino	\$ -	\$ 83.02	\$ 58.72	\$ 59.79			
Ventura	\$ -	\$ 27.89	\$ 18.52	\$ 18.86			
<b>Total</b>	<b>\$ -</b>	<b>\$ 638.33</b>	<b>\$ 438.49</b>	<b>\$ 446.39</b>			

STA							
	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ 0.22	\$ 0.23	\$ 0.23	\$ .23			
Los Angeles	\$ 31.60	\$ 32.10	\$ 32.70	\$ 33.30			
Orange	\$ 7.50	\$ 7.90	\$ 8.30	\$ .72			
Riverside	\$ 2.32	\$ 2.35	\$ 2.37	\$ .39			
San Bernardino	\$ 3.27	\$ 3.30	\$ 3.34	\$ .37			
Ventura	\$ 1.27	\$ 1.28	\$ 1.30	\$ .31			
<b>Total</b>	<b>\$ 46.19</b>	<b>\$ 47.16</b>	<b>\$ 48.23</b>	<b>\$ 49.32</b>			

**TP&D/Prop. 116**

	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ -	\$ -	\$ -	\$ -			
Los Angeles	\$ -	\$ -	\$ -	\$ -			
Orange	\$ 20.20	\$ 20.20	\$ 20.20	\$ -			
Riverside	\$ -	\$ -	\$ -	\$ -			
San Bernardino	\$ -	\$ -	\$ -	\$ -			
Ventura	\$ -	\$ -	\$ -	\$ -			
<b>Total</b>	\$ 20.20	\$ 20.20	\$ 20.20	\$ -			

**SHOPP**

	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ 9.58	\$ 9.70	\$ 9.68	\$ 9.88			
Los Angeles	\$ 140.00	\$ 140.80	\$ 162.00	\$ 162.00			
Orange	\$ 34.04	\$ 34.71	\$ 35.38	\$ 36.07			
Riverside	\$ 26.89	\$ 27.21	\$ 27.16	\$ 27.72			
San Bernardino	\$ 78.90	\$ 79.83	\$ 79.70	\$ 81.32			
Ventura	\$ 14.22	\$ 14.39	\$ 14.36	\$ 14.65			
<b>Total</b>	\$ 303.63	\$ 306.64	\$ 328.28	\$ 331.64			

**RSTP**

	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ 1.31	\$ 1.33	\$ 1.35	\$ 1.36			
Los Angeles	\$ 103.00	\$ 104.50	\$ 105.90	\$ 107.4			
Orange	\$ 30.96	\$ 31.58	\$ 32.21	\$ 32.86			
Riverside	\$ 14.02	\$ 14.21	\$ 14.41	\$ 14.61			
San Bernardino	\$ 15.84	\$ 16.06	\$ 16.28	\$ 16.51			
Ventura	\$ 8.01	\$ 8.12	\$ 8.24	\$ 8.35			
<b>Total</b>	\$ 173.14	\$ 175.81	\$ 178.39	\$ 181.10			

**CMAQ**

	2008	2009	2010	2011	2012	2013	Total
Imperial	\$ -	\$ -	\$ -	\$ -			
Los Angeles	\$ 86.09	\$ 84.81	\$ 83.44	\$ 37.55			
Orange	\$ 36.56	\$ 36.26	\$ 35.84	\$ 35.49			
Riverside	\$ 13.19	\$ 12.98	\$ 12.78	\$ 12.58			
San Bernardino	\$ 15.99	\$ 15.74	\$ 15.50	\$ 15.26			
Ventura	\$ 6.02	\$ 5.93	\$ 5.83	\$ 5.74			
<b>Total</b>	\$ 157.85	\$ 155.72	\$ 153.39	\$ 106.63			

<b>Sec. 5309</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ -	\$ -	\$ -	\$ -			
Los Angeles	\$ 106.40	\$ 106.90	\$ 107.40	\$ 109.80			
Orange	\$ 4.09	\$ 4.18	\$ 4.26	\$ 4.34			
Riverside	\$ 4.50	\$ 4.57	\$ 4.63	\$ 4.69			
San Bernardino	\$ 4.89	\$ 4.96	\$ 5.03	\$ 5.10			
Ventura	\$ 1.93	\$ 1.96	\$ 1.98	\$ 2.01			
<b>Total</b>	<b>\$ 121.82</b>	<b>\$ 122.56</b>	<b>\$ 123.30</b>	<b>\$ 125.95</b>			

"5309" funds are based on Commission projections for New Starts.

<b>Sec. 5307</b>							
	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>Total</b>
Imperial	\$ -	\$ -	\$ -	\$ -			
Los Angeles	\$ 188.00	\$ 190.60	\$ 193.30	\$ 196.00			
Orange	\$ 38.54	\$ 39.32	\$ 40.10	\$ 40.90			
Riverside	\$ 17.17	\$ 17.41	\$ 17.65	\$ 17.90			
San Bernardino	\$ 19.70	\$ 20.69	\$ 20.98	\$ 21.27			
Ventura	\$ 10.71	\$ 10.86	\$ 11.01	\$ 11.17			
<b>Total</b>	<b>\$ 274.13</b>	<b>\$ 278.88</b>	<b>\$ 283.05</b>	<b>\$ 287.24</b>			

Note: Numbers in the above tables may not add due to rounding



## VII. REFERENCE SECTION

### A. RTIP DATABASE CODES

This section provides a list of all codes required when entering projects in the RTIP database. *The information listed below will be revised to match the codes available in the new RTIP Database.*

#### 1. Program Codes

Program Codes will be revised to match the new codes available in the new RTIP database. The entire list of Program Codes is presented below. The Codes are listed based on the Program Code Type (i.e., first two characters). Following the Program Code list is a "Guide to Program Code Selection" flow chart to assist in the selection of Program Codes.

#### Program Codes

General Codes that Apply Across All Modes	
<b>AD</b>	<u>Administration/ Administrative Facilities</u>
ADM83	Administration
ADN55	Administrative Office(s)/Facility - New
ADR55	Administrative Office(s)/Facility - Rehab/Improvements
	<u>Misc.</u>
CHI50	Child Care Facility
FUL51	Fueling Stations
FUL52	Fueling Stations - Alternative Fuel
PLN40	Planning
ART48	Public Art Projects
SEC53	Security
SEC54	Security Equipment/Facilities
<b>VE</b>	<u>Vehicles</u>
VER03	Vehicles - Administrative/Maintenance/Service/Security - (Alternative Fuel) - Upgrade/Rehabilitate
VER02	Vehicles - Administrative/Maintenance/Service/Security - (Gas/Diesel) - Upgrade/Rehabilitate
VEN03	Vehicles - Administrative/Maintenance/Service/Security - (Alternative Fuel) - New
VEN02	Vehicles - Administrative/Maintenance/Service/Security - (Gas/Diesel) - New
Capacity Enhancing Improvements	
<b>CA</b>	
CAN76	Adding a Lane Through a Bottleneck: NON-REGIONALLY SIGNIFICANT
CAX76	Adding a Lane Through a Bottleneck: REGIONALLY SIGNIFICANT
CAY76	Adding a Lane Through a Bottleneck: GOODS MOVEMENT
CAR60	Bridge Restoration & Replacement - Lane Addition(s): NON-REGIONALLY SIGNIFICANT

CAX60	Bridge Restoration & Replacement - Lane Addition(s): REGIONALLY SIGNIFICANT
CAY60	Bridge Restoration & Replacement - Lane Addition(s): GOODS MOVEMENT
CART1	Bridge Restoration/Replacement (Lane Additions) with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT1	Bridge Restoration/Replacement (Lane Additions) with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT1	Bridge Restoration/Replacement (Lane Additions) with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAN61	Grade Separation - Capacity Enhancing: NON-REGIONALLY SIGNIFICANT
CAX61	Grade Separation - Capacity Enhancing: REGIONALLY SIGNIFICANT
CAY61	Grade Separation - Capacity Enhancing: GOODS MOVEMENT
CAR62	Highway/Road Improvements-Lane Additions with HOV lane(s): NON-REGIONALLY SIGNIFICANT
CAX62	Highway/Road Improvements-Lane Additions with HOV lane(s): REGIONALLY SIGNIFICANT
CAY62	Highway/Road Improvements-Lane Additions with HOV lane(s): GOODS MOVEMENT
CAR63	Highway/Road Improvements-Lane Additions with no HOV lanes: NON-REGIONALLY SIG.
CAX63	Highway/Road Improvements-Lane Additions with no HOV lanes: REGIONALLY SIGNIFICANT
CAY63	Highway/Road Improvements-Lane Additions with no HOV lanes: GOODS MOVEMENT
CART2	Highway/Road Improvements-Lane Additions with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT2	Highway/Road Improvements-Lane Additions with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT2	Highway/Road Improvements-Lane Additions with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CART3	Interchange - Modify/Replace/Reconfigure - Lane Addition(s) with Non-motorized and/or TCM Scope: NON-REGIONALLY SIGNIFICANT
CAXT3	Interchange - Modify/Replace/Reconfigure - Lane Addition(s) with Non-motorized and/or TCM Scope: REGIONALLY SIGNIFICANT
CAYT3	Interchange - Modify/Replace/Reconfigure - Lane Addition(s) with Non-motorized and/or TCM Scope: GOODS MOVEMENT
CARH3	Interchange - Modify/Replace/Reconfigure - Lane Addition(s)
CAN65	New Bridge: NON-REGIONALLY SIGNIFICANT
CAX65	New Bridge: REGIONALLY SIGNIFICANT
CAY65	New Bridge: GOODS MOVEMENT
CANT4	New Bridge with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT4	New Bridge with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT4	New Bridge with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAN66	New Connections/Cross Traffic Improvements: NON-REGIONALLY SIGNIFICANT
CAX66	New Connections/Cross Traffic Improvements: REGIONALLY SIGNIFICANT
CAY66	New Connections/Cross Traffic Improvements: GOODS MOVEMENT
CANT5	New Connections/Cross Traffic Improvements with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT5	New Connections/Cross Traffic Improvements with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT5	New Connections/Cross Traffic Improvements with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAN67	New Highway (no HOV Lanes): NON-REGIONALLY SIGNIFICANT
CAX67	New Highway (no HOV Lanes): REGIONALLY SIGNIFICANT
CAY67	New Highway (no HOV Lanes): GOODS MOVEMENT

CAN68	New Highway with HOV Lane(s): NON-REGIONALLY SIGNIFICANT
CAX68	New Highway with HOV Lane(s): REGIONALLY SIGNIFICANT
CAY68	New Highway with HOV Lane(s): GOODS MOVEMENT
CANT6	New Highway with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT6	New Highway with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT6	New Highway with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAN69	New HOV Lane(s): NON-REGIONALLY SIGNIFICANT
CAX69	New HOV Lane(s): REGIONALLY SIGNIFICANT
CAY69	New HOV Lane(s): GOODS MOVEMENT
CAN70	New Interchange: NON-REGIONALLY SIGNIFICANT
CAX70	New Interchange: REGIONALLY SIGNIFICANT
CAY70	New Interchange: GOODS MOVEMENT
CANT7	New Interchange w/ Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT7	New Interchange w/ Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT7	New Interchange w/ Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAN71	New Interchange with Ramp Meters/HOV Bypass: NON-REGIONALLY SIGNIFICANT
CAX71	New Interchange with Ramp Meters/HOV Bypass: REGIONALLY SIGNIFICANT
CAY71	New Interchange with Ramp Meters/HOV Bypass: GOODS MOVEMENT
CAN72	New Overcross or Undercross: NON-REGIONALLY SIGNIFICANT
CAX72	New Overcross or Undercross: REGIONALLY SIGNIFICANT
CAY72	New Overcross or Undercross: GOODS MOVEMENT
CANT8	New Overcross or Undercross with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT8	New Overcross or Undercross with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT8	New Overcross or Undercross with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAN73	New Toll Bridge Facilities: NON-REGIONALLY SIGNIFICANT
CAX73	New Toll Bridge Facilities: REGIONALLY SIGNIFICANT
CAY73	New Toll Bridge Facilities: GOODS MOVEMENT
CANT9	New Toll Bridge with Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIG.
CAXT9	New Toll Bridge with Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT9	New Toll Bridge with Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CART0	Overcross or Undercross Improvements (Lane Add.) w/ Non-motorized and/or TCM Scope/Facilities: NON-REGIONALLY SIGNIFICANT
CAXT0	Overcross or Undercross Improvements (Lane Add.) w/ Non-motorized and/or TCM Scope/Facilities: REGIONALLY SIGNIFICANT
CAYT0	Overcross or Undercross Improvements (Lane Add.) w/ Non-motorized and/or TCM Scope/Facilities: GOODS MOVEMENT
CAR75	Overcross or Undercross Improvements (Lane Additions): NON-REGIONALLY SIGNIFICANT
CAX75	Overcross or Undercross Improvements (Lane Additions): REGIONALLY SIGNIFICANT
CAY75	Overcross or Undercross Improvements (Lane Additions): GOODS MOVEMENT
CAR59	Restriping for "Mix" Flow Lanes: NON-REGIONALLY SIGNIFICANT
CAX59	Restriping for "Mix" Flow Lanes: REGIONALLY SIGNIFICANT
CAY59	Restriping for "Mix" Flow Lanes: GOODS MOVEMENT
CAN74	Slow Vehicle Passing Lanes/Truck Climbing Lanes in Urbanized Areas: NON-REGIONALLY SIGNIFICANT
CAN74	Slow Vehicle Passing Lanes/Truck Climbing Lanes in Urbanized Areas: REGIONALLY SIGNIFICANT

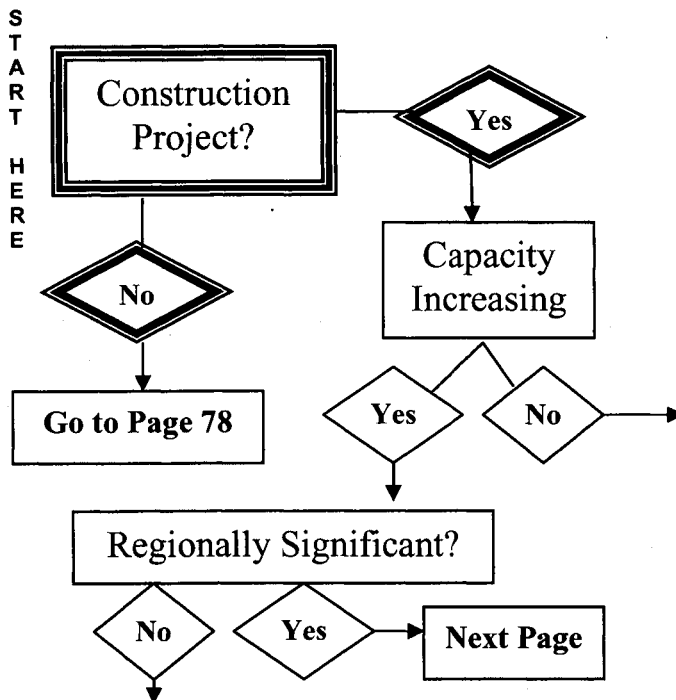
SIGNIFICANT	
CAN74	Slow Vehicle Passing Lanes/Truck Climbing Lanes in Urbanized Areas: GOODS MOVEMENT
<b>Non-Capacity Improvements</b>	
<b>NC</b>	
NCN21	Auxiliary Lane Not Through Next Intersection
NCN37	Auxiliary Lane Through Interchange
NCN25	Bicycle & Pedestrian Facilities - New
NCR25	Bicycle & Pedestrian Facilities - Upgrade
NCN26	Bicycle Facility - New
NCR26	Bicycle Facility - Upgrade
NCRT1	Bridge Restoration & Replace (No Lane Additions )w/ Non-motorized and/or TCM Scope/Facilities
NCR36	Bridge Restoration & Replacement (No Lane Additions)
NCR38	Chain Control/Brake Inspection
NCR81	Curb and Gutter Improvements
NCRH4	Curve Correction/Improve Alignment
NCN47	Directional/Informational Signs / Sign Removal
NCN31	Grade Separation; Railroad/Highway Crossing - Non Capacity
NCR82	Historic Preservation
NCRT3	Interchange - Modify/Replace (non-capacity) w/ Non-motorized and/or TCM Scope/Facilities
NCRH3	Interchange - Modify/Replace/Reconfiguration
NCRH1	Intersection Improvements/Channelization
NCN84	Land Acquisition
NCN85	Land Acquisition - Abandoned Railway
NCN45	Land Acquisition for Scenic Easement
NCN95	Left Turn Lane(s)
NCN86	Maintenance/Storage Facility - New
NCR86	Maintenance/Storage Facility - Upgrade
NCN34	Median Barrier - New/ Add Median
NCR34	Median/ Median Barrier Upgrade
NCR87	Overcross or Undercross Improvements (No Lane Additions)
NCRT0	Overcross/Undercross Improvements (No Lane Additions) w/ Non-motorized and/or TCM Scope
NCR10	Passenger Benches & Small Shelters
NCR28	Passenger Loading Areas
NCN27	Pedestrian Facilities - New
NCR27	Pedestrian Facilities - Upgrade
NCN46	Planting/Landscaping
NCR46	Planting/Landscaping Restoration
NCR88	Ramps - Modify
NCR77	Reversible lanes
NCR31	Road Replacement and Rehabilitation (No Lane Additions)
NCN33	Roadside Rest Area - New
NCR33	Roadside Rest Area Restoration
NCR30	Safety Improvements
NCR78	Seismic Retrofit
NCR22	Shoulder Widening
NCN29	Sidewalks/Curb Cuts - New
NCR29	Sidewalks/Curb Cuts - Upgrade
NCNH2	Signal(s) - at Intersections (non signal synchronization projects)
NCR79	Slope and Drainage Improvements

NCN35	Slow Vehicle Passing Lanes/Truck Climbing Lanes outside Urbanized Areas
NCR42	Sound Walls
NCR49	Storm Maintenance/Repair/Clearing
NCR35	Street Lights
NCRH5	Truck Size and Weight Inspection Stations
NCR90	Turnouts
NCR91	Upgraded Facilities (No Lane Additions)
NCRT2	Upgraded Facilities (No Lane Additions) w/ Non-motorized and/or TCM Scope/Facilities
<b>Revenue Operations and Capital</b>	
<b>TR</b>	<u><i>Codes that Apply Across Bus and Rail Modes</i></u>
TRN06	Administrative Equipment - New
TRR06	Administrative Equipment - Upgrade/Rehabilitate
TRN08	Fare Equipment/Ticket Vending Machines
TRN07	Maintenance Equipment - New
TRR07	Maintenance Equipment - Upgrade
NCN86	Maintenance/Storage Facility - New
NCR86	Maintenance/Storage Facility - Upgrade
TRNH6	Passenger Stations/Facilities - New
TRRH6	Passenger Stations/Facilities - Rehabilitation/Improvements
TRN09	Power, Signals and/or Communications
TRN92	Track Extension
TRR15	Track Replacement/Rehabilitation
TRN14	Track Structures - New
TRR14	Track Structures - Rehabilitation/Reconstruction
ITS01	Real Time Rail or Transit Notification System
<b>BU</b>	<u><i>Bus - (Fixed-Route and Intercity/Commuter Bus)</i></u>
BUO01	Bus - Capital Lease
BUO00	Bus Operations/Operating Assistance
BUN07	Bus Service Equipment/Operating Equipment
BUN94	Buses – Expansion - Alternative Fuel
BUN93	Buses – Expansion - Gas/Diesel
BUR05	Buses – Rehabilitation/Improvements - Alternative Fuel
BUR04	Buses – Rehabilitation/Improvements - Gas/Diesel
BUR17	Buses – Replacement - Alternative Fuel
BUR16	Buses – Replacement - Gas/Diesel
<b>CO</b>	<u><i>Commuter Rail</i></u>
CON94	Commuter Rail Cars and/or Locomotives – Expansion -Alternative Fuel
CON93	Commuter Rail Cars and/or Locomotives – Expansion -Gas/Diesel
COR05	Commuter Rail Cars and/or Locomotives – Rehabilitation/Improvements -Alternative Fuel
COR04	Commuter Rail Cars and/or Locomotives – Rehabilitation/Improvements -Gas/Diesel
COR17	Commuter Rail Cars and/or Locomotives – Replacement -Alternative Fuel
COR16	Commuter Rail Cars and/or Locomotives – Replacement -Gas/Diesel
COO00	Commuter Rail Operations/Operating Assistance
CON07	Commuter Rail Service Equipment/Operating Equipment
<b>FE</b>	<u><i>Ferry Service</i></u>
FEO00	Ferry Service Operations/Operating Assistance
FEN07	Ferry Service Equipment/Operating Equipment
FEN94	Ferry Service Vessels - Expansion -Alternative Fuel

FEN93	Ferry Service Vessels - Expansion -Gas/Diesel
FER05	Ferry Service Vessels - Rehabilitation/Improvements -Alternative Fuel
FER04	Ferry Service Vessels - Rehabilitation/Improvements -Gas/Diesel
FER17	Ferry Service Vessels - Replacement -Alternative Fuel
FER16	Ferry Service Vessels - Replacement -Gas/Diesel
<b>LR</b> <u>Light Rail</u>	
LRN94	Light Rail Cars and/or Locomotives - Expansion -Alternative Fuel
LRN93	Light Rail Cars and/or Locomotives - Expansion -Gas/Diesel
LRR05	Light Rail Cars and/or Locomotives - Rehabilitation/Improvements -Alternative Fuel
LRR04	Light Rail Cars and/or Locomotives - Rehabilitation/Improvements -Gas/Diesel
LRR17	Light Rail Cars and/or Locomotives - Replacement -Alternative Fuel
LRR16	Light Rail Cars and/or Locomotives - Replacement -Gas/Diesel
LRN92	Light Rail Extension
LRO00	Light Rail Operations/Operating Assistance
LRN07	Light Rail Service Equipment/Operating Equipment
<b>PA</b> <u>Paratransit</u>	
PAO00	Paratransit Operations/Operating Assistance
PAN07	Paratransit Service Equipment/Operating Equipment
PAN94	Paratransit Vehicles - Expansion -Alternative Fuel
PAN93	Paratransit Vehicles - Expansion -Gas/Diesel
PAR05	Paratransit Vehicles - Rehabilitation/Improvements -Alternative Fuel
PAR04	Paratransit Vehicles - Rehabilitation/Improvements -Gas/Diesel
PAR17	Paratransit Vehicles - Replacement -Alternative Fuel
PAR16	Paratransit Vehicles - Replacement -Gas/Diesel
<b>RA</b> <u>Rail (Intercity and Heavy Rail)</u>	
RAN94	Rail Cars and/or Locomotives - Expansion -Alternative Fuel
RAN93	Rail Cars and/or Locomotives - Expansion -Gas/Diesel
RAR05	Rail Cars and/or Locomotives - Rehabilitation/Improvements -Alternative Fuel
RAR04	Rail Cars and/or Locomotives - Rehabilitation/Improvements -Gas/Diesel
RAR17	Rail Cars and/or Locomotives - Replacement -Alternative Fuel
RAR16	Rail Cars and/or Locomotives - Replacement -Gas/Diesel
RAN92	Rail Extension
RAO00	Rail Operations/Operating Assistance
RAN07	Rail Service Equipment/Operating Equipment
<b>Intelligent Transportation Systems (ITS)</b>	
<b>ITS</b>	
ITS01	Real Time Transit or Rail Notification System
ITS02	Signal Synchronization
ITS03	Smart Fare Card and Equipment
ITS04	Traffic Management/Operations Centers
<u>Traffic Operations System Element Projects</u>	
ITS05	Changeable Message Signs (CMS)
ITS06	Closed Circuit Televisions (CCTVs)
ITS07	Control Stations (CS) / Weigh in Motion (WIM) station
ITS08	Fiber Optic Communications
ITS09	Ramp Metering Systems
ITS10	Signal Preemption

ITS11	Signal Video Enforcement
ITS12	Traveler/Motorist Information Systems; Highway Advisory Radios
ITS13	Vehicle Detection (VDS) & Automatic Vehicle Classification (AVC) Systems
ITS14	Various Traffic Op. System Elements (ITS05 to ITS13)
<b>Transportation Demand Management (TDM)</b>	
<b>TD</b>	
TDN64	Park & Ride Lot - New
TDR64	Park & Ride Lot Modifications/Upgrade
TDM20	Ridesharing
TDM24	TDM Programs - non Ridematching & non Park & Ride
<b>Lump Sum Categories</b>	
<b>SH</b>	<u>Caltrans SHOPP Projects</u>
SHP01	Operations
SHP02	Roadside Rehabilitation
SHP03	Roadway Rehabilitation
SHP04	Safety
<b>LU</b>	<u>Conformity Exempt Project Categories</u>
LUM01	Operational Improvements
LUM02	Rehabilitation and Reconstruction
LUM03	Safety
LUM04	Transportation Enhancement Activities (only eligible items)
LUM05	Truck Climbing Lanes (outside urbanized areas)

## Guide to Program Code Selection



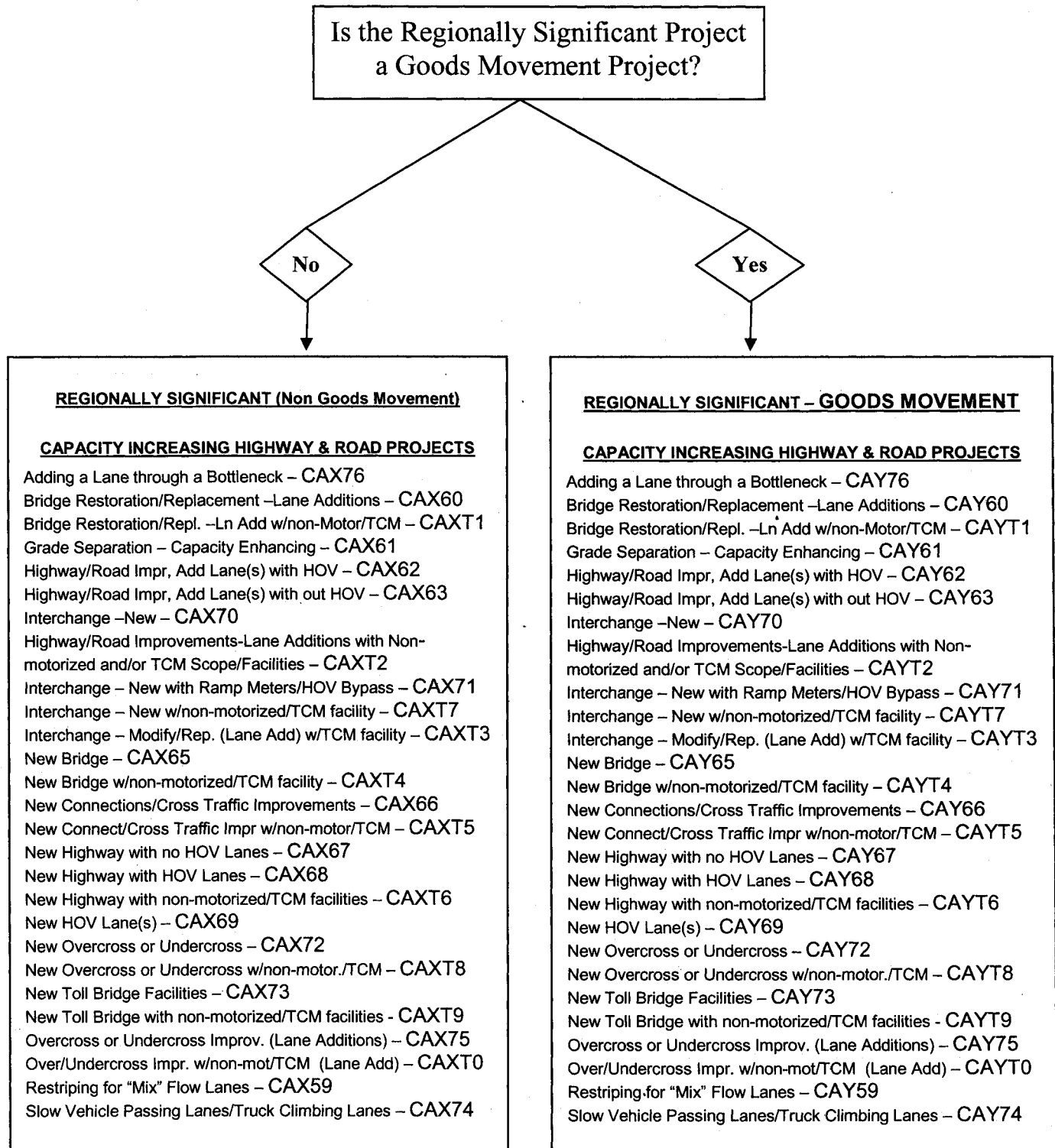
### CAPACITY INCREASING HIGHWAY & ROAD PROJECTS

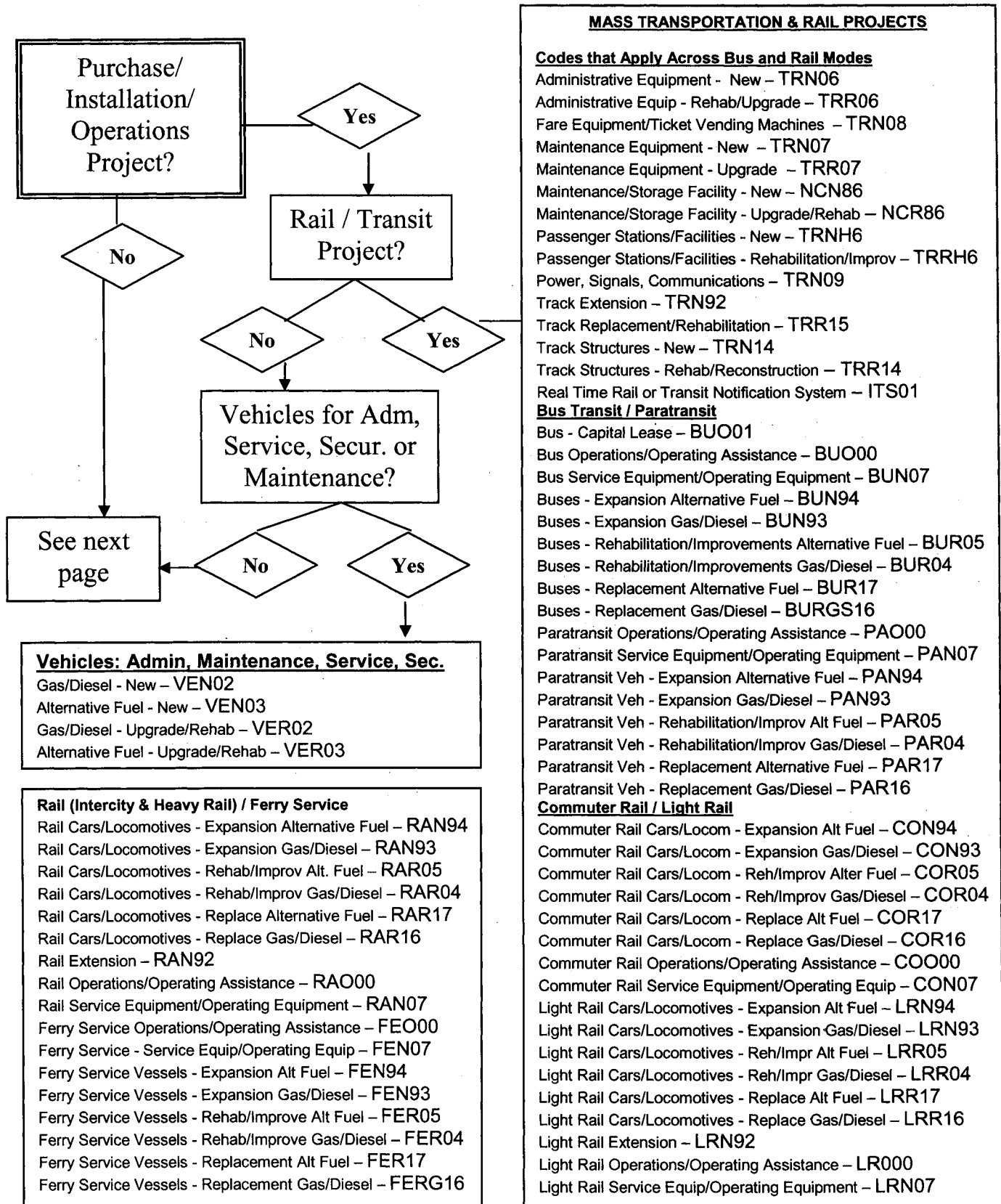
Adding a Lane through a Bottleneck – CAN76  
 Bridge Restoration/Replacement – Lane Additions – CAR60  
 Bridge Restoration/Repl. – Ln Add w/non-Motor/TCM – CART1  
 Grade Separation – Capacity Enhancing – CAN61  
 Highway/Road Impr, Add Lane(s) with HOV – CAR62  
 Highway/Road Impr, Add Lane(s) with out HOV – CAR63  
 Highway/Road Impr, Lane add w/non-motor/TCM – CART2  
 Interchange – New – CAN70  
 Interchange – New with Ramp Meters/HOV Bypass – CAN71  
 Interchange – New w/non-motorized/TCM facility – CANT7  
 Interchange – Modify/Replace/Rec (Lane Additions) – CARH3  
 Interchange – Modify/Rep. (Lane Add) w/TCM facility – CART3  
 New Bridge – CAN65  
 New Bridge w/non-motorized/TCM facility – CANT4  
 New Connections/Cross Traffic Improvements – CAN66  
 New Connect/Cross Traffic Impr w/non-motor/TCM – CANT5  
 New Highway with no HOV Lanes – CAN67  
 New Highway with HOV Lanes – CAN68  
 New Highway with non-motorized/TCM facilities – CANT6  
 New HOV Lane(s) – CAN69  
 New Overcross or Undercross – CAN72  
 New Overcross or Undercross w/non-motor./TCM – CANT8  
 New Toll Bridge Facilities – CAN73  
 New Toll Bridge with non-motorized/TCM facilities – CANT9  
 Overcross or Undercross Improv. (Lane Additions) – CAR75  
 Over/Undercross Impr. w/non-mot/TCM (Lane Add) – CART0  
 Restriping for "Mix" Flow Lanes – CAR59  
 Slow Vehicle Passing Lanes/Truck Climbing Lanes – CAN74

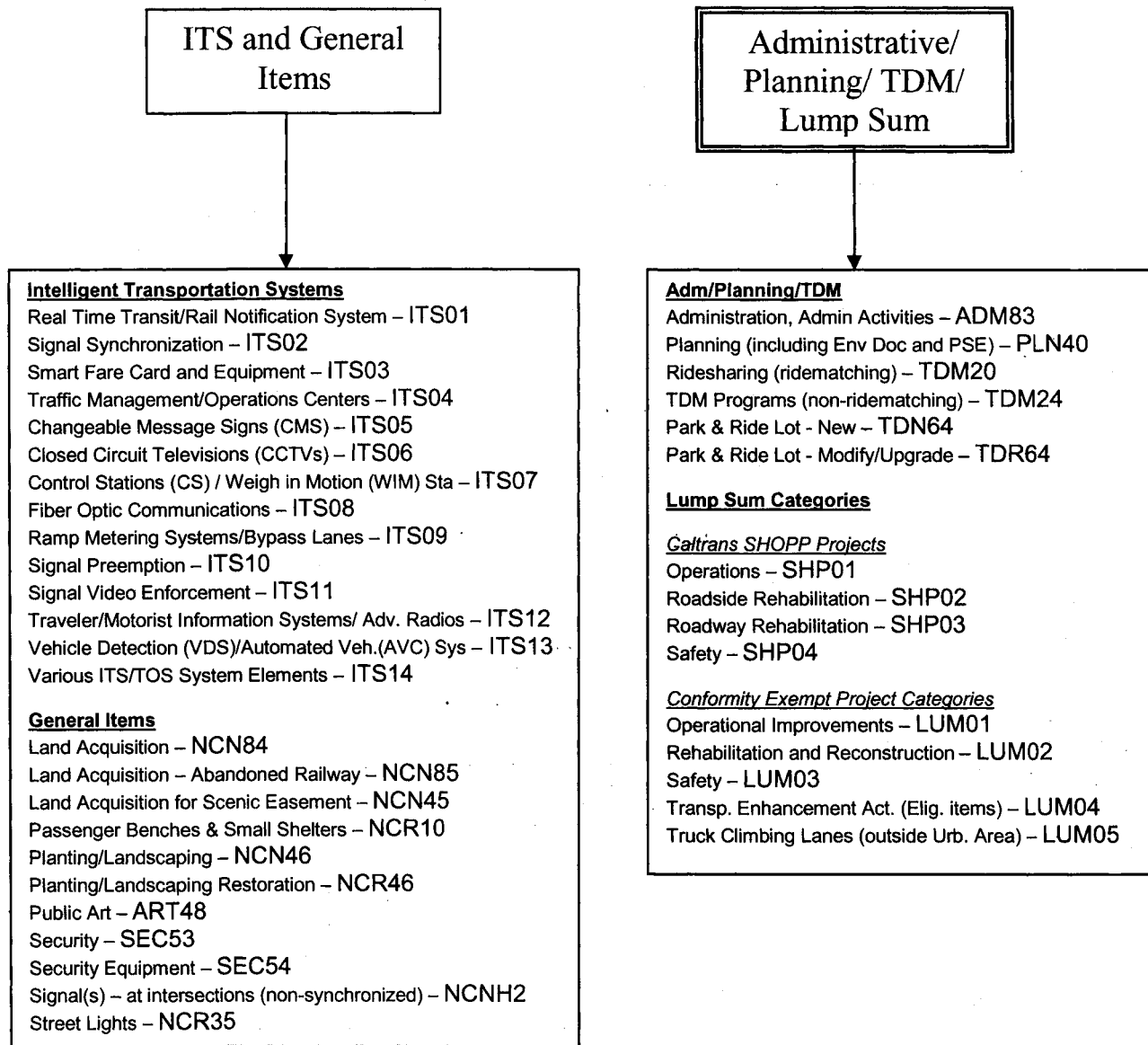
### NON-CAPACITY CONSTRUCTION PROJECTS (ALL TYPES)

Administrative Offices/Facility - New – ADN55  
 Administrative Offices/Facility - Rehab/Improve – ADR55  
 Auxiliary Lane Not through Next Intersection – NCN21  
 Auxiliary Lane through Interchange – NCN37  
 Bicycle & Pedestrian Facilities - New – NCN25  
 Bicycle & Pedestrian Facilities - Upgrade – NCR25  
 Bicycle Facility - New – NCN26  
 Bicycle Facility - Upgrade – NCR26  
 Bridge Restoration & Replac. -No Lane Additions – NCR36  
 Bridge Restor/Rep -No Add Lns w/non-motor/TCM – NCRT1  
 Chain Control/Brake Inspection – NCR38  
 Child Care Facility – CHI50  
 Curb and Gutter Improvements – NCR81  
 Curve Correction/Improve Alignment – NCRH4  
 Directional / Informational Signs / Sign Removal – NCN47  
 Fueling Stations – FUL51  
 Fueling Stations - Alternative Fuel – FUL52  
 Grade Separation; RR/HWY Crossing - Non-Cap – NCN31  
 Historic Preservation – NCR82  
 Interchange -Modify/Replace (non-capacity) – NCRH3  
 Interchange -Modify/Replace w/non-motor/TCM – NCRT3  
 Intersection Improv./Channelization (non-capacity) – NCRH1  
 Maintenance/Storage Facility -New – NCN86  
 Maintenance/Storage Facility -Upgrade – NCR86  
 Median Barrier/Add Median -New – NCN34  
 Median/Median Barrier -Upgrade – NCR34  
 Overcross/Undercross Improv. - No Lane Additions – NCR87  
 Overcross/Under. Improv. - w/non-motorized/TCM – NCRT0  
 Passenger Benches & Small Shelters – NCR10  
 Passenger Loading Areas – NCR28  
 Pedestrian Facilities - New – NCN27  
 Pedestrian Facilities - Upgrade – NCR27  
 Public Art – ART48  
 Ramps -Modify – NCR88  
 Reversible lanes – NCR77  
 Road Replacement and Rehabilitation – NCR31  
 Roadside Rest Area - New – NCN33  
 Restoration – NCR33  
 Safety Improvements – NCR30  
 Security Facilities – SEC54  
 Seismic Retrofit – NCR78  
 Shoulder Widening – NCR22  
 Sidewalks/Curb Cuts - New – NCN29  
 Sidewalks/Curb Cuts - Upgrade – NCR29  
 Slope/Drainage Improvements – NCR79  
 Sound Walls – NCR42  
 Storm Maintenance/Repair/Clearing – NCR49  
 Truck Size and Weight Inspection Stations – NCRH5  
 Turnouts – NCR90  
 Upgraded Facilities - no new travel lanes – NCR91  
 Upgraded Facilities w/non-motor/TCM – NCRT2









## 2. Change Reason Codes

Change Reason codes help identify whether a project is new or the purpose for the amendment. The Change Reason codes listed below match the codes available in the new RTIP Database.

CHG_REASON CODES	DESCRIPTION
06STIPAUG	2006 STIP AUGMENTATION
AC CONV	AC CONVERSION
AC INC #1	AC INCREMENTAL CONVERSION #1
AC INC #2	AC INCREMENTAL CONVERSION #2
AC INC #3	AC INCREMENTAL CONVERSION #3

AWARD	AWARDED PROJECT
C/O 2002	2002 FTIP CARRYOVER
C/O 2004	2004 FTIP CARRYOVER
CMIA	CORRIDOR MOBILITY IMPROVEMENT ACCOUNT
COMB	COMBINED PROJECT
COMB SCH<	COMBINED PROJECT & SCHEDULE ADVANCE
COMB SCH>	COMBINED PROJECT & SCHEDULE DELAY
COMP	COMPLETED PROJECT
COST SCH<	COST CHANGE AND SCHEDULE ADVANCE
COST SCH>	COST CHANGE AND SCHEDULE DELAY
COST<	COST DECREASE
COST>	COST INCREASE
DEL	DELETED PROJECT
DEL 3090	DELETED AB 3090
DEL COMB	DELETED COMBINED PROJECT
DEL NEW ID	DELETED NEW IDENTIFICATION
DESC CHG	DESCRIPTION CHANGE
ENGR CHG	ENGINEERING CHANGE
FTA	FUND TRANSFER AGREEMENT
FUND CHG	FUND SOURCE CHANGE
LEAD CHG	LEAD AGENCY CHANGE
LIMIT CHG	LIMIT CHANGE
MINOR CHG	MINOR CHANGE
NEW COMB	NEW COMBINED PROJECT
NEW PAY	NEW PAYBACK PROJECT
NEW PRJ	NEW PROJECT
NEW PRJ ID	NEW PROJECT ID
NEW SPLIT	NEW SPLIT PROJECT
ON HOLD	HOLD STIP PROJECT
PRJ ALLOT	PROJECT ALLOTMENT
PRJ ALLOT2	PROJECT ALLOTMENT #2
PRJ ALLOT3	PROJECT ALLOTMENT #3
PRO AMEND	PROPOSED AMENDMENT
PRO VOTE	PROPOSED VOTE
RW CHG	RIGHT OF WAY CHANGE
RE PGM	RE PROGRAMMED
SCH<	SCHEDULE ADVANCED
SCH>	SCHEDULE DELAY
SCOPE CHG	SCOPE CHANGE
SPLIT	SPLIT PROJECT
SPLIT SCH<	SPLIT PROJECT WITH SCHEDULE ADVANCE
SPLIT SCH>	SPLIT PROJECT WITH SCHEDULE DELAY
TCM - HOLD	TIMELY IMP ISSUE
TEAM	RESERVED FOR CMSD DEVELOPMENT TEAM
UN VOTE	UN VOTED PROJECT
VOTE	VOTED PROJECT

VOTE COMB	VOTED COMBINE PROJECT
VOTE EXT	VOTED EXTENSION
VOTE PAY	VOTED PAYBACK PROJECT
VOTE REV	VOTED REVISION
VOTE SCH<	VOTED PROJECT ADVANCED
VOTE SCH>	VOTED PROJECT DELAYED
VOTE SPLIT	VOTED SPLIT PROJECT

### 3. Element Codes

Element codes help to identify the project phase when the project is programmed or amended in the RTIP. For Federal Transit Administration funded transit projects, use the "FTA TEAM Milestones Translation Table" to translate between FTA TEAM Milestones and the RTIP database Element codes. The codes below match the codes available in the new RTIP Database.

ELEMENT CODES	DESCRIPTION
1	NO PROJECT ACTIVITY
2	ENVIRONMENTAL DOCUMENT / PRE-DESIGN PHASE (PAED)
3	ENGINEERING / PLANS, SPECIFICATIONS AND ESTIMATES (PS&E)
4	RIGHT-OF-WAY ACQUISITION
5	BID/ADVERTISE PHASE
6	CONTRACT AWARD
7	CONSTRUCTION / PROJECT IMPLEMENTATION BEGINS
8	CONSTRUCTION / IMPLEMENTATION COMPLETE, PROJECT OPEN FOR USE
9	FIRST VEHICLE DELIVERED
10	ALL VEHICLES DELIVERED
11	CONTRACT COMPLETE

FTA TEAM MILESTONE TRANSLATION TABLE	
TEAM MILESTONES	EQUIVALENT ELEMENT CODES
<b>Construction</b>	
RFP/IFB OUT TO BID	5
CONTRACT AWARD	6
CONSTRUCTION BEGINS	7
CONSTRUCTION COMPLETE	8
CONTRACT COMPLETE	11
<b>Acquisition</b>	
RFP/IFB OUT TO BID	5
CONTRACT AWARD	6
FIRST VEHICLE DELIVERED	9
ALL VEHICLES DELIVERED	10
CONTRACT COMPLETE	11

#### 4. Environmental Codes

Environmental Codes identify the proposed environmental document or the actual environmental document type obtained for the project. Environmental codes are listed below.

ENVIRONMENT CODE	DESCRIPTION
CE	CATEGORICALLY EXEMPT
DCE	DRAFT CATEGORICALLY EXEMPT
DEIR	DRAFT ENVIRONMENTAL IMPACT REPORT
DEIS	DRAFT ENVIRONMENTAL IMPACT STATEMENT
DND	DRAFT NEGATIVE DECLARATION
FEIR	FINAL ENVIRONMENTAL IMPACT REPORT
FEIS	FINAL ENVIRONMENTAL IMPACT STATEMENT
FONSI	FINDING OF NO SIGNIFICANT IMPACT
ND	NEGATIVE DECLARATION
SE	STATUTORY EXEMPT
UN	UNKNOWN ENVIRONMENTAL STATUS

#### 5. Conformity Category

The Conformity Category identifies projects that are exempt from conformity analysis, TCMs and non-exempt projects. Conformity category codes are listed below.

CONFORMITY CATEGORY
TCM
EXEMPT
NON-FEDERAL/NON-REGIONAL
NON-EXEMPT
COMMITTED TCM

#### 6. Fund Codes

Fund Codes identify the specific type of funds programmed for each project. It is very important that Fund Codes be entered correctly as this can delay the obligation of funds. Fund codes listed below match the codes available in the new RTIP Database.

FUND CODES	DESCRIPTION
1112	RECREATIONAL TRAILS
2006EAR	FFY 2006 APPROPRIATIONS EARMARKS
5207	INTELLIGENT TRANS SYS
5307	FTA 5307 UZA FORMULAR
5307-OP	FTA 5307-OPERATING
5308	CLEAN FUEL FORMULA

5309a	FTA 5309(a) GUIDEWY
5309b	FTA 5309(b) NEW RAIL
5309c	FTA 5309(c) BUS
5310	FTA 5310 ELD & DISABI
5311	FTA 5311 NON-UZA
5311 PR	FTA 5311 NON UZA - PRIOR OBL
5313	STATE PLNG & RESEARCH
5316	FTA 5316 JOB ACCESS PROGRAM
5317	FTA 5317 NEW FREEDOM PROGRAM
5394	ROGAN HR5394
AB2766	STATE AB2766
ADCONST	LOCAL - ADVANCED CONSTRUCTION
AGENCY	AGENCY
AIR	AIR BOARD
AMTRAK	AMTRAK
BENEFIT	BENEFIT ASSESS DIST
BIA	BU OF INDIAN AFFAIRS
BONDL	BONDS - LOCAL
BR-LOCS	BRIDGE LOCAL SEISMIC
CBIP	FHWA CORRIDORS & BOARDERS PROGRAM
CITY	CITY FUNDS
CMAQ	CMAQ
CMAQ-AC	CMAQ-ADVANCE CONSTRUCTION
CMIA	CORRIDOR MOBILITY PROGRAM
CMOYER	CARL MOYER FUNDS
CO	COUNTY
DBR	BRIDGE DISCRETIONARY - REPLACEMENT/REHABILITATION
DEMISTE	DEMO - ISTE A
DEMO	DEMO-PRE ISTE A
DEMOACE	DEMO - SAFETEA LU ACE
DEMOTL	DEMO-SAFETEA-LU
DEMOT21	DEMO - TEA 21
DEV FEE	DEVELOPER FEES
DOC	DEPT COMMERCE
DOD	DEFENSE FUNDS
DS-NG-G	GARVEE DEBT SERVICE
DS-NH-G	GARVEE DEBT SERVICE PAYMENT
EDA	EDA GRANT
ER-LOC	EMERGENCY RELIEF - LOCAL
ER-S	EMERGENCY RELIEF - STATE
ERVUMF	EASTERN RIV TUMF
FARE	FARE REVENUE
FEE	FEE
FLH	FOREST HWY
GEN	GENERAL FUNDS
GRV-NH	NATIONAL HIGHWAY SYSTEM (GARVEE)
GRV-NH1	GARVEE-NAT'L HWY IIP
GRV-NHR	GARVEE- NAT'L HWYRIP

GRV-STI	GARVEE-STP IIP
GRV-STP	SURFACE TRANS PROG - GARVEE
GRV-STR	GARVEE-STP RIP
HBRR-L	BRIDGE - LOCAL
HBRR-S	HBRR - STATE
HPP-ACC	ADVANCED CONSTRUCTION CONVERSION
HRRRP	HIGH RISK RURAL ROAD (HRRR PROGRAM
HUD	HOUSING & URBAN DEV
I	INTERSTATE
IBRC	INNOVATIVE BRIDGE RESEARCH & CONSTRUCTION PROGRAM
IM	INTERSTATE MAINTENANC
IM -EAR	INTERSTATE MAINTENANC - EARMARK
IM-4818	INTERSTATE MAINT. HR4818
IM-IIP	INTERSTATE MAINTENANCE - IIP
IM-RIP	INTERSTATE MAINTENANCE - RIP
IM-SHOP	INTERSTATE MAINTENANC-SHOPP
IS	INTERSTATE SUBSTITUT
LBSRA	LOCAL BRIDGE SEISMIC RETROFIT ACCOUNT
LOCA-AC	LOCAL - ADVANCED CONSTRUCTION
LOC-AC	LOCAL ADVANCE CONSTRUCTION
LTF	LOCAL TRANS FUNDS
MELLO	MELLO ROOS
NCIIP	NAT'L CORRIDOR INFRASTRUCTURE IMP PROGRAM
NH	NATIONAL HWY SYSTEM
NH-GIIP	NAT'L HWY - GRANDFATHER IIP
NH-GRIP	NAT'L HWY-GRANDFATHER RIP
NH-IIP	NATIONAL HWY SYSTEM - IIP
NH-RIP	NATIONAL HWY SYSTEM - RIP
NH-SHOP	NATIONAL HWY SYSTEM-SHOPP
NSBP	SCENIC BYWAYS DISCRET
ORA-BCK	ORANGE M - TURNBACK
ORA-FWY	ORANGE M - FREEWAY
ORAFWY2	ORANGE M2 - FREEWAY
ORA-GMA	ORANGE M - GMA
ORA-IIP	ORANGE M - IIP
ORA-PAH	ORANGE M - MPAH
ORA-RIP	ORANGE M - REG I/C
ORA-SIP	ORANGE M - SIGNALS
ORA-SSP	ORANGE M - SMARTST
ORA-TDM	ORANGE M - TDM
ORA-TRN	ORANGE M - TRANSIT
P116	PROP 116
PC10	PROP "C10" FUNDS
PC20	PROP "C20" FUNDS
PC25	PROP "C25" FUNDS
PC40	PROP C"40" FUNDS
PC5	PROP "C5" FUNDS
PLH	PUBLIC LAND HWYS



PNRS	PROJECTS OF NATIONAL & REGIONAL SIGNIFICANCE
PORT	PORT FUNDS
PROPA	PROP "A" FUNDS
PROPALR	PROP "A" LOCAL RETURN
PTA	PUBLIC TRANSIT ACCT
PTA-IIP	PUBLIC TRANSIT ACCT - IIP
PTA-PRI	PUBLIC TRANSIT ACCT - PRIOR STIP
PTA-RIP	PUBLIC TRANSIT ACCOUNT - RIP
P-TAX	PROPERTY TAX
PVT	PRIVATE FUNDS
RED	REDEVELOPMENT FUNDS
RSTP-AC	RSTP - ADVANCE CONSTRUCTION
SC3090	STATE CASH (AB 3090)
SEC112	SECTION 112
SEC115	SECTION 115
SEC117	SECTION 117
SEC330	SECTION 330
SHOPPAC	SHOPP - ADVANCE CONSTRUCTION
SLP	STATE LOCAL PARTNER
S-PARK	STATE PARK FUNDS
STA	STATE TRANSIT ASSIST
STA-BLA	STATE BIKE LANE ACT.
STAL-S	STATE LEGIS - STATE
STA-PUC	STATE PUC
STCASGI	STATE CASH - GRANDFATHERED IIP
ST-CASH	STATE CASH
STCASH3	STATE CASH - AB 3090
STCASHg	STATE CASH - GRNDFTHR RIP
STCASHI	STATE CASH - IIP
STCASHP	STATECASH - PRIOR STIP
STCASHR	STATE CASH - RIP
STCASHS	STATE CASH- SHOPP
STIPPRI	STIP PRIOR
STP	SURFACE TRANS PROG
STP4818	SURFACE TRANS PROG - HR4818
STPE	STP ENHANCE - PRIOR STIP
STPE-I	STP ENHANCE-IIP TEA
STPE-L	STP ENHANCE-LOCAL TEA
STPE-P	STP-ENTRANCEMENT PRIOR STIP
STPE-PR	STP ENHANCE-PRIOR RIP TEA
STPE-R	STP ENHANCE-RIP TEA
STPE-S	STP ENHANCE-SHOPP TEA
STPE-SH	STP ENHANCE-SHOPP TEA
STP-GI	STP-GRANDFATHER IIP
STPG-L	STP HAZARD SAFETY
STP-GR	STP-GRANDFATHER RIP
STP-IIP	SURFACE TRANS PROG - IIP
STPIIP3	SURFACE TRANS PROG-IIP AB 3090

STPL	STP LOCAL
STPL-R	STP LOCAL - REGIONAL
STP-RIP	SURFACE TRANS PROG - RIP
STPRIP3	SURFACE TRANS PROG-RIP AB3090
STPR-L	STP RAILROAD LOCAL
STPR-S	STP RAILROAD
STPSHOP	SURFACE TRANS PROG-SHOPP
ST-SPR	PARTNERSHIP PLANNING GRANT
TCP	TRADE CORRIDOR PROGRAM
TCRF	TRAFFIC CONGESTION RELIEF
TCSPPP	TRANS & COMM & SYS PRESRV PILOT PROG
TDA	TDA
TDA3	TDA ARTICLE #3
TDA4	TDA ARTICLE #4
TDA4.5	TDA ARTICLE #4.5
TDA4/8	TDA ARTICLE #4 & #8
TDA8	TDA ARTICLE #8
TPD	TRANS PLNG AND DEV
TRA FEE	TRAFFIC IMPACT FEES
UNIV	STATE UNIVERSITY
WRVTUMF	WESTERN RIV TUMF
XORA	MEASURE M
XRIV	RIV CO SALES TAX
XSBD	SBD CO MEASURE I

## B. RTP MODELED PROJECTS

*The project list below will be updated to be consistent with the 2007 RTP when available.*

### RTIP STATUS OF 2004 RTP - PLAN\* PROJECTS

(MODELED FOR 2015 OR EARLIER IN 2004 RTP)

Route/Program	From	To	Description	Model Year**	2004 RTIP PROJECT ID#
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### IMPERIAL COUNTY

SR-78	at Proposed SDSU Campus in Brawley		Access improvements	2015	
SR-98	SR-111	Dogwood Rd/SR-98	Corridor improvements - widening and/or realignment	2015	
SR-111	South of SR-98	Port of Entry	Improvements	2015	
SR-111	SR-98	I-8	Upgrade to 4-lane freeway with interchange(s) at several locations	2015	
SR-111	SR-78 (Brawley)	SR-115 (Calipatria)	Upgrade to 4-lane conventional	2015	
SR-115	I-8	Evan Hewes Hwy	Construct 4-lane extension	2015	
Dogwood Rd Corridor / I-8 Overpass	SR-98	I-8	Corridor improvements - widen to 6 lanes from McCabe to I-8; I-8 improvement to 6 lanes	2015	

**LOS ANGELES COUNTY****HOV**

SR-14	Ave. P-8	Ave. L	Add 1 HOV lane each dir	2015	
I-710	I-10	Huntington Dr	Construct 1 HOV lane each dir	2015	

**MIXED FLOW**

I-710	I-10	Huntington Dr	Construct 3 MF lanes each dir	2015	
Gerald Desmond Bridge replacement			Replacement of existing bridge connecting Terminal Island to I-710	2010	

**TRANSIT**

Crenshaw Corridor			Transit Corridor (technology TBD)	2010	LA0D198 (ENG ONLY)
Gold Line Extension	Pasadena	Claremont	Light Rail	2015	
Metro Center Connector	Blue Line/Exposition Line	Gold Line	Downtown Light Rail Connector	2015	
Red Line Extension	Western Ave	Fairfax Ave	Subway	2015	

**ORANGE COUNTY****TOLL**

SR-91/SR-241			Add direct toll-to-toll or HOV connection from north/south SR-241 to SR-91 toll lanes to/from the east	2015	
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**MIXED FLOW**

SR-57 NB	Orangethorpe	Lambert	MF or Aux Capacity	2010	ORA120332 (PARTIAL)
SR-57 NB	at SR-91		Add 4th through lane	2010	ORA120332 (PARTIAL)
SR-91 EB/WB	SR-55	Riverside County Line	Add 1 MF lane each direction	2010	ORA120337 (PARTIAL, ENG ONLY)
SR-91 EB/WB	Truck scales	Imperial	Add storage lane at truck weigh in motion station	2010	

**AUXILIARY & INTERCHANGE/RAMPS**

SR-55	17th / 4th / I-5 area		Add southbound auxiliary lane from SR-22 to I-5 to address lane drop/merge issues	2010	
SR-55 SB	Dyer	MacArthur	Auxiliary lane	2010	
SR-91 WB	SR-71	SR-241	Add auxiliary lane	2010	
SR-91 EB	SR-241	SR-71	Add auxiliary lane EB which drops at Green River, another extends to SR-71	2010	ORA120336
SR-91 WB	NB SR-55	WB SR-91 at Tustin	Add auxiliary lane	2010	ORA120334
SR-91 WB	SR-57	I-5 (WB Only)	Add auxiliary lane	2010	ORA120335 (ENG ONLY)
I-405 NB	SR-133	Sand Canyon	Widen NB I-405 SR-133 to Sand Canyon, add aux lane	2005	
I-405 SB	Irvine Center Drive	Irvine Center Drive	Add 2nd auxiliary lane	2010	
I-405 NB	Jeffrey	Culver	Add auxiliary lane	2010	
I-5 NB/SB	La Paz Road		Re-construct interchange to increase storage capacity of ramps	2010	ORA000122

I-5 NB/SB	Avery Parkway		Avery parkway ramp relocation, reconfiguration, upgrades	2010	ORA55063
I-5 NB/SB	Jamboree Road		Provide two lanes off and widen terminal section of off-ramp, modify NB ramp	2010	ORA120359
I-5 NB/SB	I-5/SR-74 Separation		Rebuild interchange including widening of SR-74 overcrossing	2010	ORA120326 (ENG ONLY)
SR-91	Fairmont Drive		Add intermediate access to 91 Express Lanes at Fairmont Drive to/from the east	2010	
SR-91	Lakeview Interchange		Construct barrier-separated on-ramp (2 lanes) from SB Lakeview to WB SR-91	2010	

**TRANSIT**

Bus Rapid Transit	Countywide		Add Bus Rapid Transit in mixed traffic with signal priority on the following lines: Harbor ('07), Westminster ('09), Katella ('13), Beach ('11), La Palma ('15)	2010 to 2015	ORA020114 (???)
Track La Mirada Basta	La Mirada		DT Junction to La Mirada Triple Track	2005	

**TRUCK CLIMBING**

SR-57 NB	Lambert	Tonner Canyon Road	Truck Climbing Lane	2010	
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**RIVERSIDE COUNTY****HOV**

I-215	SR-60/SR-91/I-215 Jct	San Bernardino County Line	Add 1 HOV lane each direction (EA 467200)	2015	
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**MIXED FLOW**

I-215	SR-60/SR-91/I-215 Jct	San Bernardino County Line	Add 1 MF lane each direction (EA 467200)	2015	
SR-79	Ramona Expwy	Domenigoni Parkway	Realign highway (construct 4 lanes)	2015	RIV62024 (ENG & ROW)
SR-91	Pierce Street	Orange County Line	Add 1 MF lane each direction	2015	
CETAP - Cajalco/Ramona	Hemet	Corona/Lake Elsinore	Cajalco/Ramona expressway (3 lanes each dir) from Sanderson Ave to I-15	2010	RIV031218 (ENG ONLY)

**AUXILIARY & INTERCHANGE/RAMPS**

I-10	Calimesa @ County Line Rd (R4.0)	500 meters e/o Sandlwood Dr I/C (R4.3)	Replace Bridge, Ramps, Construct Auxiliary Lanes, and Realign Calimesa Rd (EA 0A710K)	2015	
SR-60	0.4 mi e/o I-15/SR-60 IC	0.2 mi e/o Main St	Add auxiliary lanes both directions	2010	
SR-91 WB	SR-71	Orange County Line	Add auxiliary lane	2010	
SR-91 EB	Orange County Line	SR-71	Add auxiliary lane EB which drops at Green River, another extends to SR-71	2010	
I-10	at Ave 50		Construct new interchange	2010	
I-10	at Calimesa Blvd/Sandalwood Dr	btwn 7th St & Sandalwood Dr	Reconstruct interchange/ramps	2010	
I-10	McNaughton Pkwy (approx. 3.38 mi e/o Dillon Rd)		Construct interchange	2010	RIV030901

I-10	at Portola Ave	btwn Dinah Shore & Varner	Construct new IC (4 lanes) and ramps incl. bridge over UPRR & Varner realignment	2010	RIV031209
I-10	at Monterey Ave		Reconfigure IC, add 1 NB lane, construct new WB entry loop ramp from Monterey & WB entry ramp from Varner, realign/relocate WB exit ramp	2005	RIV031208
I-15	at 6th St	btwn Hamner Ave & Sierra Ave	Reconstruct interchange/ramps	2010	
I-15	at Hidden Valley Pkwy	btwn Hamner Ave & Beyond NB Exit Ramp	Reconstruct interchange/ramps	2010	
I-215	at SR-74/4th St	btwn G St & San Jacinto Ave	Reconstruct interchange/ramps	2010	
I-215	at Cactus Ave	btwn W. Frontage Rd & Elsworth St	Reconstruct interchange/ramps	2010	
I-215	at Ethanac Rd	btwn Barnett Rd & Trumble Rd	Reconstruct interchange/ramps	2015	
I-215	at Nuevo Rd	btwn A St & E. Frontage Rd	Reconstruct interchange/ramps	2015	
I-215/SR-60	at Central Ave	btwn Springs Blvd & Watkins Dr	Reconstruct interchange/ramps	2010	
SR-60	at Etiwanda Ave	btwn San Sevaine Wy & Iberia St	Widen ramps 1 to 2 lanes. 0.1 mi.	2015	
SR-60	at Heacock St	btwn Hemlock Ave & Sunnymead Blvd	Reconstruct interchange/ramps	2015	
SR-86 S	at Ave 50		Construct interchange	2010	
SR-86 S	at Ave 52	btwn La Hernandez and Polk	Construct new interchange	2015	
SR-86 S	at Airport Blvd/Ave 56	btwn Orange & Fillmore	Construct new interchange (Spread-Diamond)	2010	
SR-86 S	at SR-195 (Avenue 66) R10.63/R11.43		Near Mecca, construct new interchange	2010	
SR-86 S	Tyler St w/o SR-86S	Tyler St e/o SR-86S	Construct new interchange	2015	
SR-91	at 14th St	btwn Olivewood Ave & Commerce St	Reconstruct interchange/ramps	2010	
SR-91	at Serfas Club Dr	btwn Frontage Rd & Wardlow Rd	Reconstruct interchange/ramps	2015	
SR-91	at University Ave	btwn Lemon St & Vine St	Reconstruct interchange/ramps	2010	

**TRANSIT**

Metrolink Commuter Rail			Metrolink Construct New Station At 3360 Van Buren Blvd In Riverside (Parking 550 Spaces)	2015	
Bus Rapid Transit	Corona	Moreno Valley	Bus Rapid Transit (BRT): 65 Intersections Retrofitted for Signal Priority for Transit and Automated Travel Information at 15 Bus Stops	2010	RIV041021, RIV041028
Bus Rapid Transit	Coachella Valley		Rapid Bus/BRT	2010	

**TRUCK CLIMBING**

I-10	San Bernardino County Line (R0.0)	Banning City Limits (12.9)	Add eastbound truck climbing lane	2015	
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## SAN BERNARDINO COUNTY

### HOV

I-215	Riverside County Line	I-10	Add 1 HOV lane each direction	2015	
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### MIXED FLOW

I-10 WB	Yucaipa Bl	Ford St	Add 1 MF lane westbound	2015	200434
I-215	Riverside County Line	I-10	Add 1 MF lane each direction	2015	
I-215	I-10	SR-30	Add 1 MF lane each direction (restriping)	2010	200444
SR-18	0.8 mi west of Orchard Dr (PM 79.9)	2.1 mi west of Orchard Dr (PM 81.2)	Construct Passing Lanes (PM 79.9/81.2) and Turn Lanes (PM 73.76/84.33)	2010	
SR-83 (Euclid)	Merrill Av	Kimball Av	Widen from 2 to 4 lanes each dir	2010	

### AUXILIARY & INTERCHANGE/RAMPS

I-10 and I-215	On I-10 from 0.1 km w/o I-215 (PM 23.6) to 0.9km e/o SR-38 (PM 31.4)	On I-215 from Riverside County Line (PM 0.0) to Jct I-10/I-215 (PM 4.03)	Install Fiber Optic Communications (FOC) backbone system, Changeable message signs (CMS), Ramp metering stations (RMS), modify existing communication hub, CCTV, VDS, TOS Cabinets; widen on-ramps on I-10 and I-215; add aux lanes on I-10 (various locations)	2010	38420 (FOR I-10 PORTION)
US-395	NB from 0.84mi s/o Desert Flower Rd to 2.84mi n/o Purple Sage St, and from 4mi n/o Shadow Mountain Ave to 6.07mi n/o Shadow Mountain Ave	SB from 2.72mi n/o Purple Sage St to 0.95mi s/o Desert Flower Rd, and from 5.95mi n/o Shadow Mountain Ave to 3.88mi n/o Shadow Mountain Ave	Add Passing Lanes in both directions and adjust vertical and horizontal alignments	2015	
I-10	Waterman Av (PM 25.5)	Tippecanoe Ave (PM 26.27)	Add eastbound auxiliary lane (500m) and widen eastbound Tippecanoe off-ramp from 1 to 2 lanes	2005	200445
I-10	0.1 km e/o I-15 (PM 9.9)	0.4 km e/o I-215 (PM R24.5)	Install RMS, CCTV ESU; widen entrance ramps from 1 to 2 lanes at: EB & WB at Cherry Ave, Citrus Ave, Cedar Ave, Riverside Ave and Mt Vernon Ave; WB at Rancho Ave; EB at 9th St	2010	1830, 20020812, SBD31808, SBD45000 (PARTIAL)
I-10	0.8 km e/o Etiwanda Ave OC (PM 11.6)	1.5 km w/o Riverside Ave OC (PM 19.1)	In Fontana widen exit ramps from 1 to 2 lanes at Cherry Ave, Citrus Ave, & Cedar Ave IC to accommodate proposed aux lanes at Cherry Ave IC E/B aux lane PM 11.99/12.85, W/B Aux lane PM 13.38/13.68; Citrus Ave IC E/B aux lane only PM 14.58/14.88; Cedar Ave IC E/B aux lane PM 17.36/17.83, W/B aux lane PM 18.94/19.41	2010	1830, 20020812, SBD45000 (PARTIAL)
I-10	Beech Av		Interchange	2015	SBD031269
I-10	Live Oak Canyon		Interchange	2010	43320
I-15	Duncan Canyon Rd		New Interchange	2015	
I-15	Foothill Blvd (SR-66)		Add 400m deceleration lane on NB I-15 and widen NB off-ramp from 1 to 2 lanes	2005	200428
I-15	Oak Hill Rd		Replace overcrossing	2010	
I-15	Stoddard Wells Rd		Interchange	2010	35556
I-215	Barton Road		Widen over-crossing 2-4 lanes	2010	SBD31850

SR-60	Grove Av		Interchange/Ramps	2005	
I-10 and SR-60	Haven Av		Interchange Improvements	2015	

**TRANSIT**

San Bernardino-Redlands Extension	4th St/Mt. Vernon	Grove/Central	Extend rail service to Redlands (10 miles); rail technology TBD; 15-min. freq. daily	2015	
Gold Line Extension	Claremont in Los Angeles County	Montclair in San Bernardino County	Light Rail extension (1.5 miles)	2015	

**TRUCK CLIMBING**

I-15	Devore	Summit	Truck Climbing Lane	2010	
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**VENTURA COUNTY****MIXED FLOW**

SR-118	SR-232	Moorpark	Expressway	2015	
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**AUXILIARY & INTERCHANGE/RAMPS**

US-101	La Conchita	Mussel Shoals	Interchange Improvement	2005	VEN991101
US-101	At Del Norte Blvd		Interchange improvement and 4 lane overcrossing with left turn pocket	2010	

\* The 2004 RTP comprises three tiers of projects: Baseline, Tier 2, and Plan. Baseline and Tier 2 projects have already been programmed. This listing addresses only Plan projects, from the third tier.

\*\* Model Year indicates the earliest year for which the project was modeled for emissions analysis & conformity in the 2004 RTP. It may differ from the actual project completion year. Modeling for the RTP was conducted in 5-year increments: 2005, 2010, 2015, etc.

**C. AIR BASINS, NON-ATTAINMENT AREAS, AND AIR DISTRICTS IN THE SCAG REGION**

Within the SCAG region there are four air basins designated as non-attainment areas, which are administered by five air districts.

The four basins and non-attainment areas are as follows:

**i. The South Coast Air Basin (SCAB):**

The urbanized portions of the Los Angeles, Riverside, and San Bernardino counties as well as the entire County of Orange.

- The entire basin is a non-attainment area for the following pollutants: 8-hour Ozone; PM<sub>10</sub>; PM<sub>2.5</sub>; and CO, and maintenance for NO<sub>x</sub>

**ii. The Ventura County portion of the South Central Coast Air Basin (SCCAB):**

- The entire county is a non-attainment area for 8-hour Ozone.

**iii. The Mojave Desert Air Basin (MDAB):**

The desert portions of the Los Angeles, Riverside, and San Bernardino counties. A small portion of this air basin is in Kern County that is outside of the SCAG region.

- Antelope Valley Portion of MDAB - The entire desert portion of Los Angeles County (known as Antelope Valley) is a non-attainment area for 8-hour Ozone.
- San Bernardino County Portion of MDAB
  - With the exception of the northern and eastern parts of the County the rest is a non-attainment area for 8-hour Ozone.

- Searles Valley (situated in the NW part of the County) is non-attainment for PM<sub>10</sub>.
- San Bernardino County (excluding the Searles Valley area) within the MDAB is a non-attainment area for PM<sub>10</sub>.

iv. The Salton Sea Air Basin (SSAB):

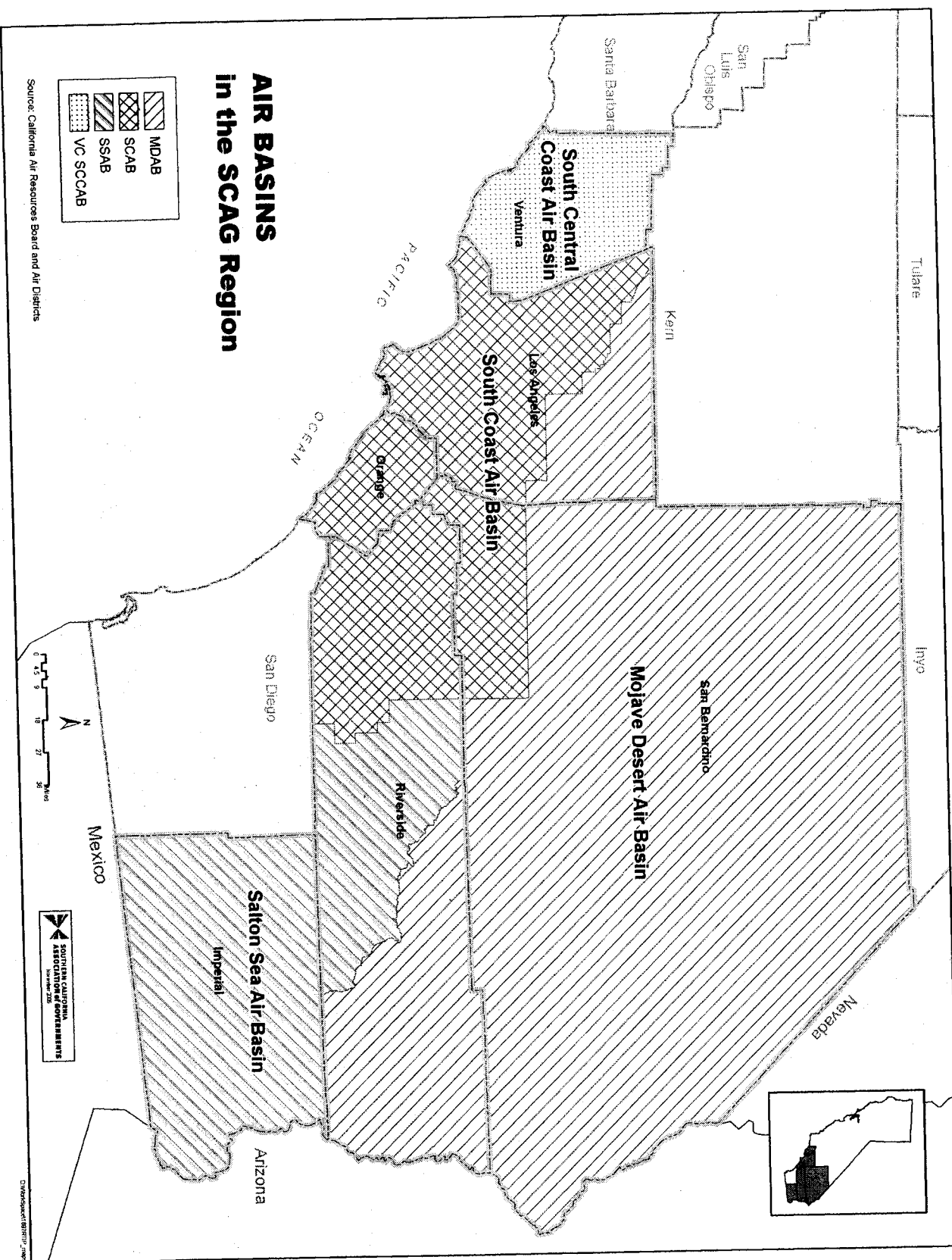
All of Imperial County and the central portion of Riverside County.

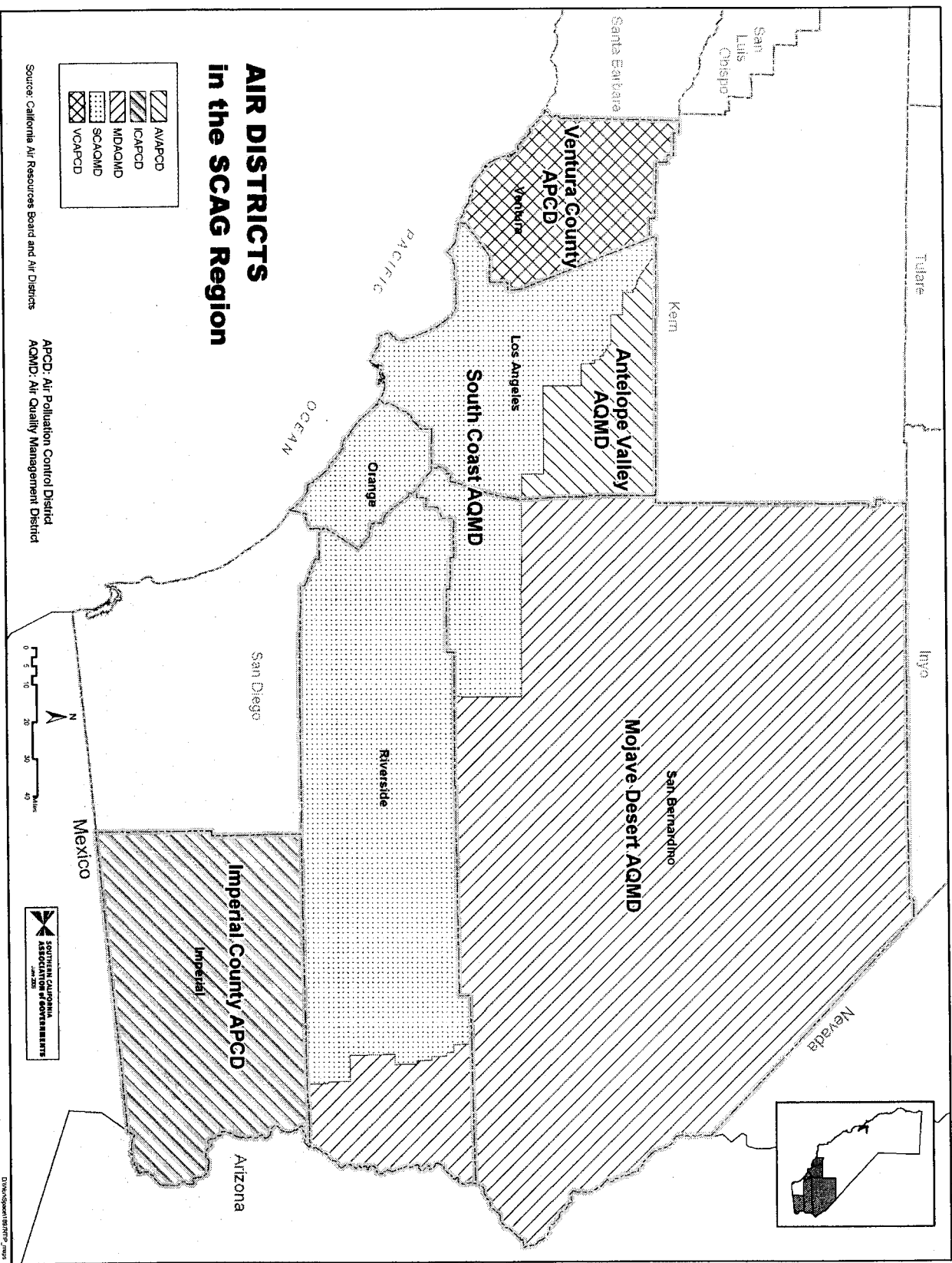
- Imperial County and the Riverside County Portion of SSAB – The Coachella Valley area and Imperial County are non-attainment areas for 8-hour Ozone and PM<sub>10</sub>.

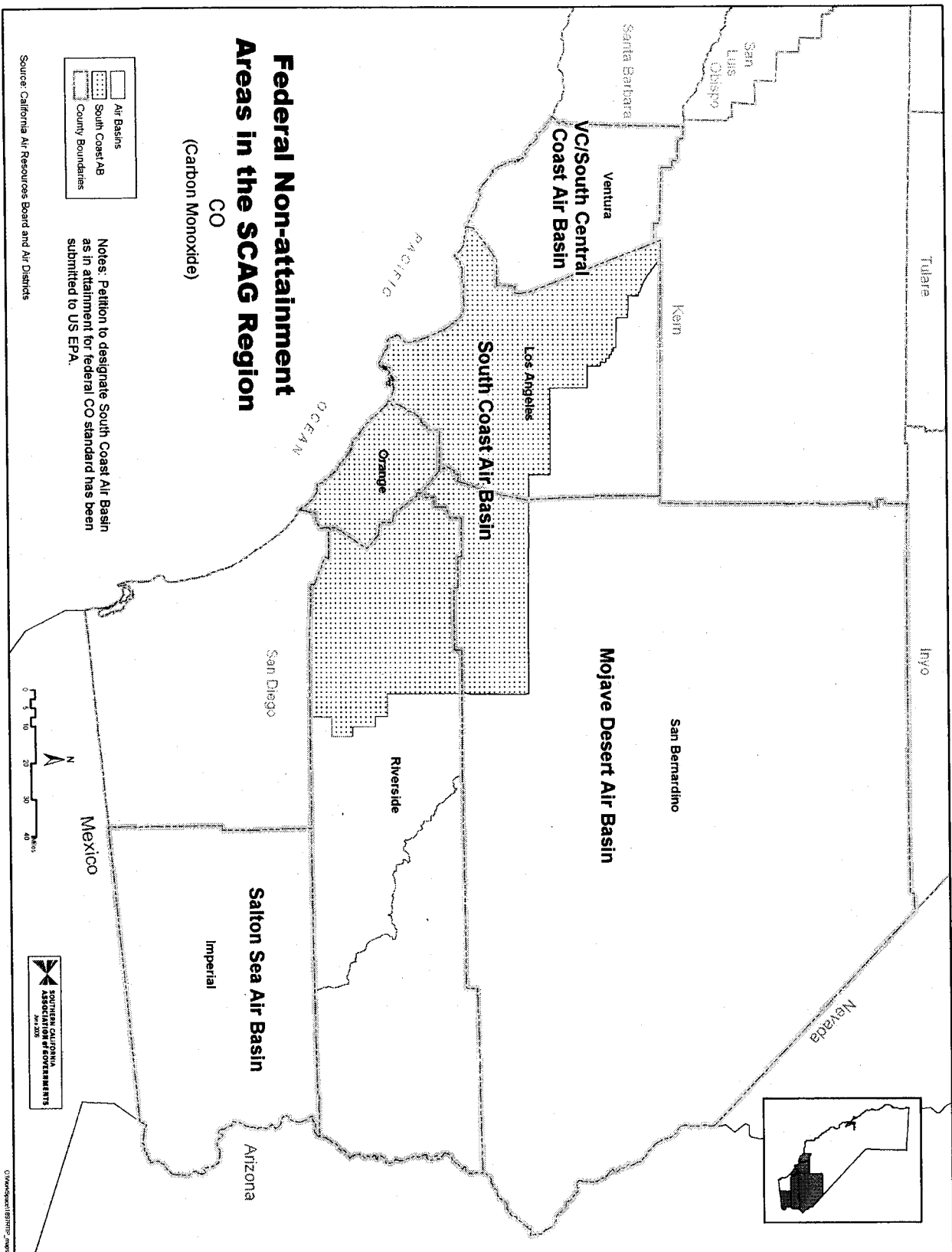
The five air districts and the areas they administer are as follows:

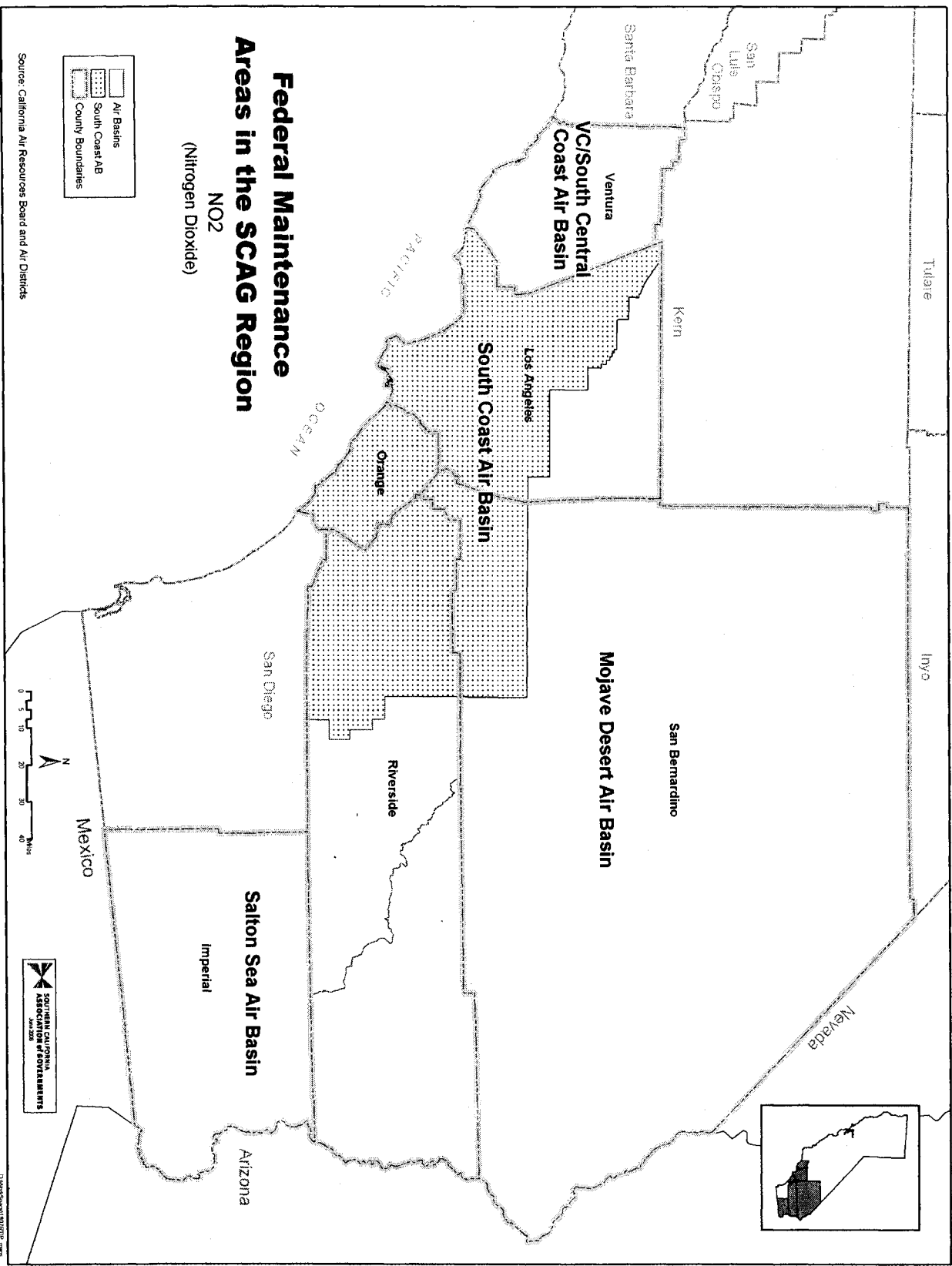
Air District	Jurisdiction
i. South Coast Air Quality Management District (SCAQMD).	The SCAB, the Riverside County portion of the SSAB (Coachella Valley), and the Riverside County portion of the MDAB (excluding Palo Verde Valley).
ii. Ventura County Air Pollution Control District (VCAPCD).	Ventura County portion of the SCCAB.
iii. Mojave Desert Air Quality Management District (MDAQMD).	Portions of the MDAB situated in San Bernardino County and eastern Riverside County. The Riverside County portion is known as the Palo Verde Valley Area.
iv. Antelope Valley Air Quality Management District (Antelope AQMD).	Los Angeles County portion of the MDAB.
v. Imperial County Air Pollution Control District (ICAPCD).	Imperial County portion of the SSAB.

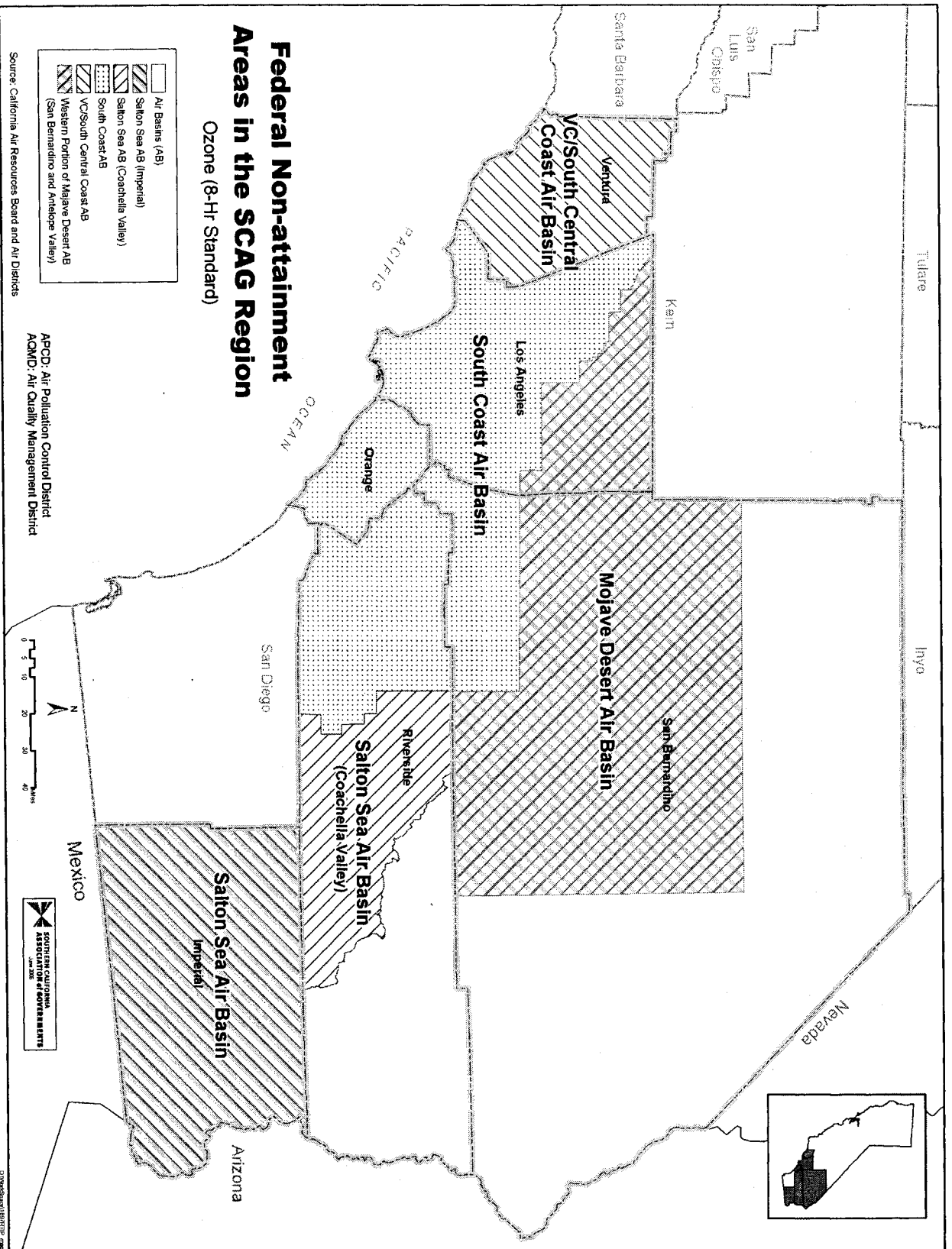


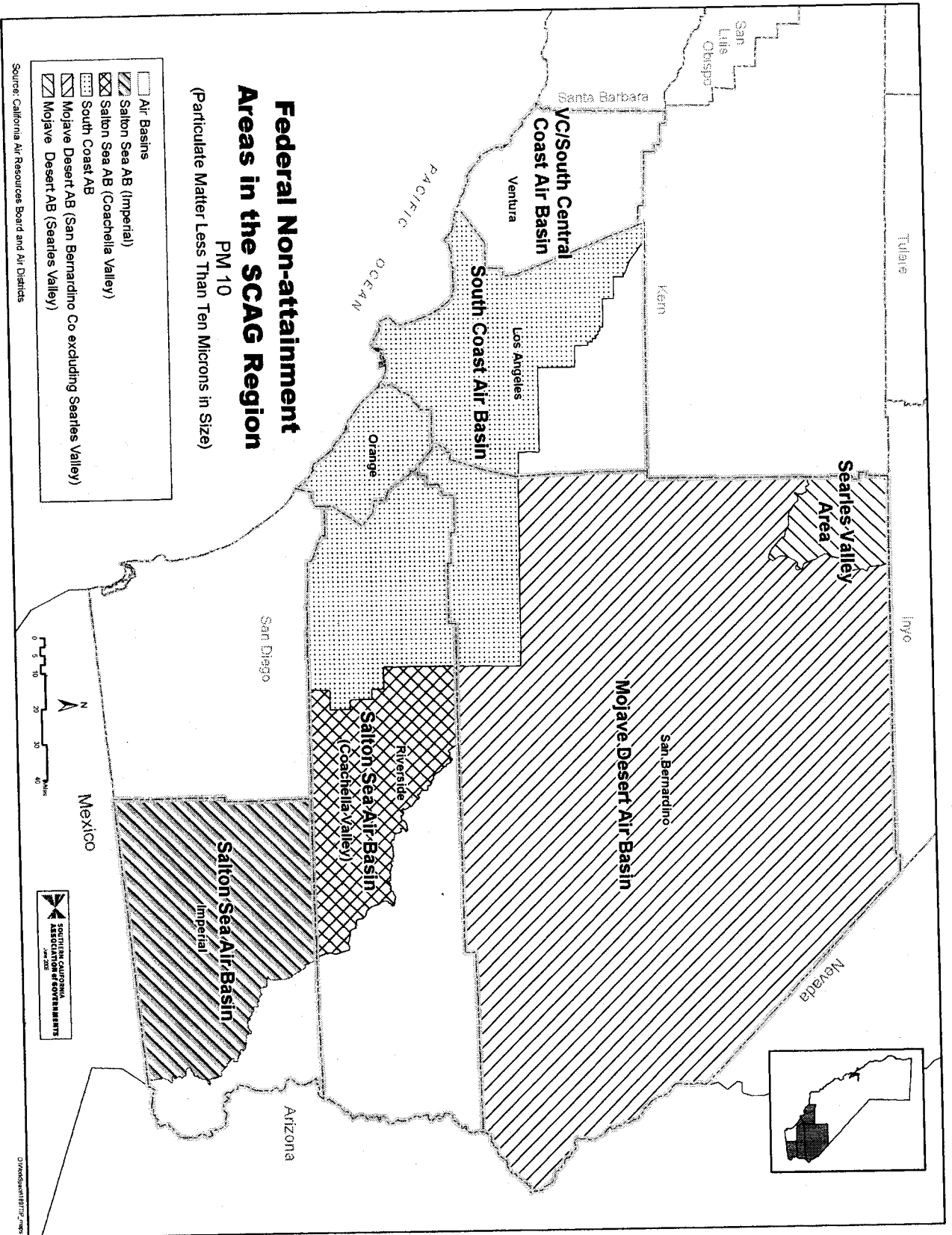


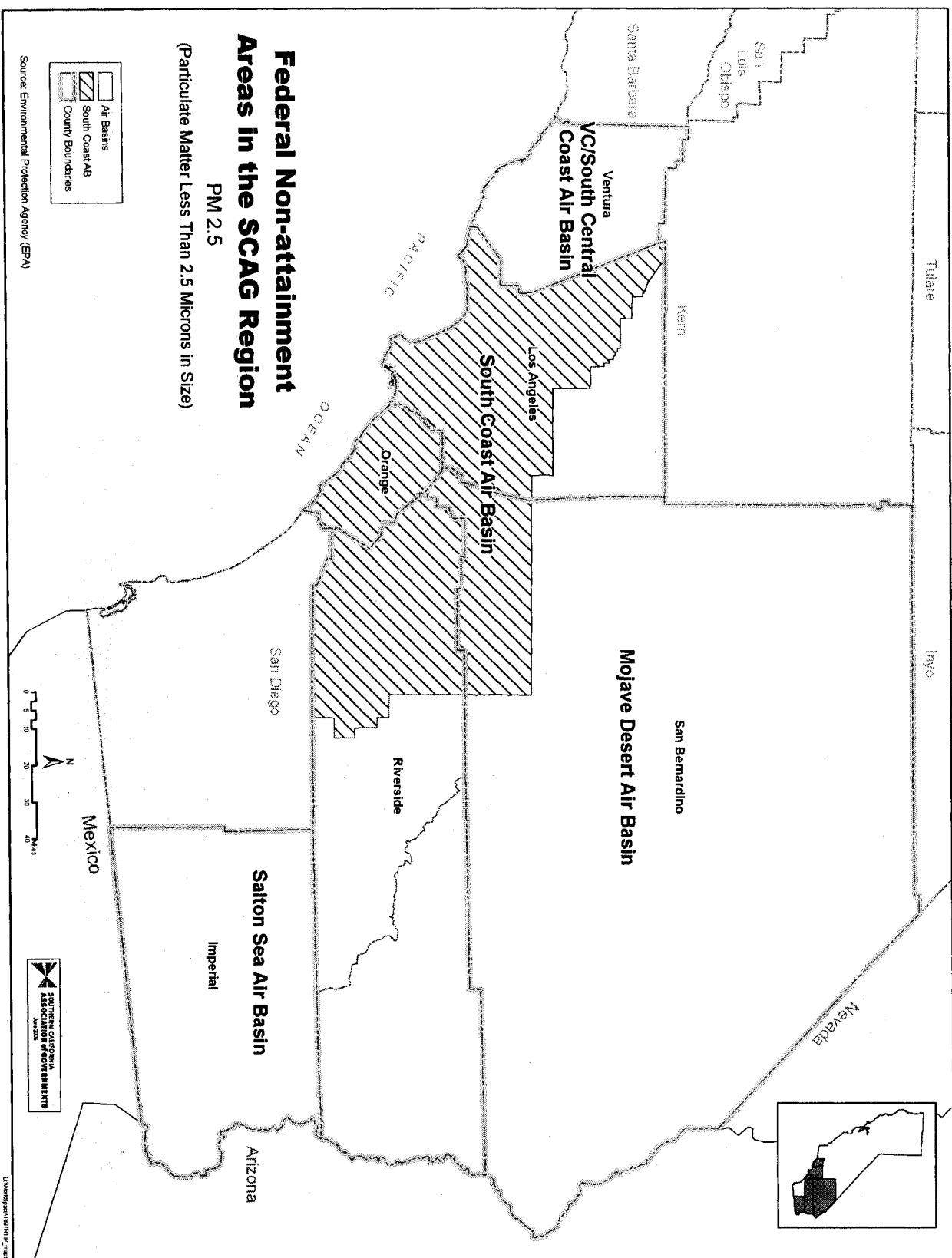








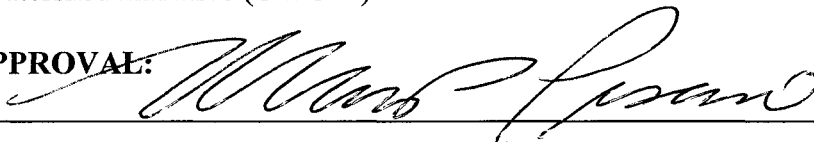




# REPORT

**DATE:** October 4, 2007  
**TO:** Regional Council  
**FROM:** Daniel E. Griset, Program Manager, 213.236.1895, griset@scag.ca.gov  
**SUBJECT:** One Water, One Watershed Initiative (OWOW)

**EXECUTIVE DIRECTOR'S APPROVAL:**



## RECOMMENDED ACTION:

Support the comprehensive water management strategy of One Water One Watershed and direct SCAG staff to collaborate with OWOW in ways that will promote the active use of comprehensive water and resources management in watersheds throughout the SCAG region.

## BACKGROUND:

At its last meeting, the Energy and Environment Committee favorably considered the One Water One Watershed (OWOW) initiative, following the Water Policy Task Force's recommendation of support. This initiative proposes a new level of planning integration in which water resource management is considered in conjunction with other regional priorities such as transportation, land use, open space and habitat protection, parks and recreation, flood control and environmental justice. Based on its continuing interest in the use of integrated resources planning throughout the SCAG region, including planning of water resources, the Task Force acted to urge SCAG support for the OWOW initiative and encourage the use of its integrated approaches in other watersheds in the region.

OWOW is a response to significant conditions that are threatening water supplies and water quality in the Santa Ana River watershed:

- Climate Change that is reducing water supplies at the same time when water needs are increasing in the watershed.
- Uncertainties associated with Colorado River supplies created by the prospects of a long-term drought and entitlement claims of the Upper Basin states.
- Dangers of reduced water supplies from the State Project Water owing to catastrophic levee failure and ecosystem and species declines.
- Lost capacity in the watershed to benefit from natural hydrology and infiltration as land development occurs and population increases lead to greater water needs.

The OWOW is in the process of building a coalition of stakeholders in the watershed to prepare a comprehensive integrated regional water management plan that "builds collaborative support, develops multi-benefit projects, provides a single unified proposal, and secures increased funding to address water resource threats to the watershed."



# REPORT

This process is a much more comprehensive approach than the one used to bring \$250 million to the watershed from Proposition 13. In that successful effort the funded projects were principally those sponsored by the SAWPA member agencies.

OWOW is organized with a Steering Group and Working Group:

- The Steering Committee is composed of County Supervisors, Mayors, elected water officials and members of the business and environmental community.
- A Working Group will develop plans and solutions with leaders from water agencies, county governments, universities and non-profit organizations.

As it prepares an integrated water management for the watershed, OWOW will work with and evaluate 10 major elements or “pillars” of water resource management:

1. Water Supply Reliability (including groundwater management, water storage, water conveyance)
2. Water Quality Improvement (including desalination)
3. Flood Control and Stormwater Runoff (including TMDL and NPS pollution control)
4. Water Recycling (including wastewater treatment and collection)
5. Environmental Enhancement and Habitat (including wetlands, forest and wildlife conservation)
6. Water Conservation (including rainwater capture and recharge)
7. Climate Change (including carbon “footprinting” and energy benefits)
8. Land Use (including smart growth, low impact development)
9. Environmental Justice (including perchlorate cleanup, disadvantaged communities)
10. Parks, Recreation, Open Space (including trails)

The financial objective of this new initiative is \$200 million in new state bond funding.

This effort is well aligned with priorities that are now being developed in the Water Resources Chapter of an updated Regional Comprehensive Plan for the SCAG region. The priorities include the important linkages between water supply and water quality, land use and the protection of natural areas, water conservation and reuse and water system reliability and cost-effectiveness. Taken together these linkages constitute a much needed integration of resources planning that can contribute to more sustainable urban activities in a growing SCAG region.

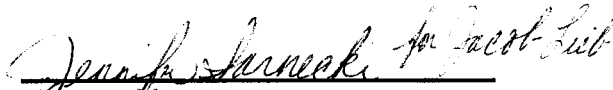
# REPORT

The OWOW effort is consistent with the draft Goals and Outcomes for the Water Resources Chapter that was received and endorsed by the Regional Comprehensive Plan Task Force at its July 9, 2007 meeting and forwarded on to the Energy and Environment Committee as an information item at its August 30, 2007 meeting.

## FISCAL IMPACT:

Support of this strategy will not result in a fiscal impact on SCAG.

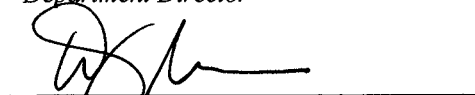
Reviewed by:

  
Division Manager

Reviewed by:

  
Department Director

Reviewed by:

  
Chief Financial Officer